



## BANNOCK COUNTY COMMISSIONERS' – MEETING

### Commissioners' Agenda

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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.

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### **Tuesday, December 23, 2025**

**9:00 AM** Business Meeting (action items)

**Agenda:**

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)

#### **BOARD OF AMBULANCE DISTRICT**

- Ryan O'Hearn, Pocatello Fire Chief, presenting a quarterly update
- Tyson Koester, Lava Hot Springs Chamber of Commerce, requesting approval on an Ambulance Stand-by Fee Waiver for the Winter Festivity on February 7, 2026 (action item)

#### **BOARD OF COUNTY COMMISSIONERS**

- Tyson Koester, Lava Hot Springs Chamber of Commerce, seeking approval of and signature on a fee waiver for the portable bleachers for the Winter Festivity on February 7, 2026 (requested 5 minutes) (action item)
- Shanda Crystal, Procurement, regarding (1) a request for signatures on two change orders with Headwaters Construction and, (2) to provide a procurement update (requested 10 minutes) (action item)

- Kristi Klauser, Auditing, requesting a signature (1) on the 2025 Annual Road and Bridge Financial Report, (2) Grant Assessment for Underage Alcohol Grant and (3) on Fiscal Year 2025 vessel report(requesting 5 minutes) (action item)
- Approval of the Bannock County Board of Commissioners Quarterly Jail Inspection report executed on December 16, 2025, per Idaho Code §20-622 (action item)

**RESOLUTIONS AND ORDINANCES (action items):**

Resolution No. 2025-89 Authorizing the Destruction of Records  
Resolution No. 2025-90 Approving Tax Cancellation Requests

**LETTERS AND NOTICES (action items):**

**SIGNATURE ONLY (action items):**

**CONSENT AGENDA (action items):**

- 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
- Memorandum Authorization for Accounts Payable
- Cardholder User Agreement and Authorization
- Manual Checks
- Mileage and Travel Approvals
- Minutes: Approval of and signature on certification for meeting minutes for December 16 and 18, 2025

**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:

Ryan O'Hearn

Department:

Pocatello Fire

Requestor Email:

rohearn@pocatello.gov

Item(s) to be considered:

presenting a quarterly update

Date of meeting being requested:

12/23/2025

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:



# Request for Ambulance Standby Fee Waiver

Submitted On:

Dec 18, 2025, 10:16AM MST

Pocatello Fire Department

<b>Name</b>	<b>First Name:</b> Tyson <b>Last Name:</b> Koester
<b>Address</b>	<b>Street Address:</b> 430 East Main <b>City:</b> Lava Hot Springs <b>State:</b> ID <b>Zip:</b> 83246
<b>Phone</b>	2082518311
<b>Email</b>	tyson.koester@lava.idaho.gov
<b>Organization</b>	Lava Hot Springs Chamber
<b>Name of Event</b>	Tyson Koester
<b>Type of Event</b>	Winter Festivity
<b>Event Location</b>	City of Lava Hot Springs
<b>Event Website</b>	<a href="https://lavahotsprings.org/">https://lavahotsprings.org/</a>
<b>Estimated Number of Attendees Per Day</b>	5000
<b>Event Date(s)</b>	February 7 2026
<b>Total Hours of Ambulance Standby Requested</b>	12
<b>Matching Contribution</b>	
<b>Why should a waiver be considered?</b>	This signature event has grown into one of Southeast Idaho's and Bannock County's premier winter attractions, drawing visitors from across the region. At a time when economic activity is especially vital, the event is projected to generate a \$150,000 boost to the local economy. While the Lava Chamber of Commerce aims simply to break even financially, the true success of the event lies in its ability to stimulate economic growth throughout Lava Hot Springs and the surrounding communities, supporting local businesses, tourism, and regional vitality.
<b>Signature Data</b>	First Name: Tyson Last Name: Koester Email Address: tyson.koester@lava.idaho.gov

*Tyson Roester*

Signed at: December 18, 2025 10:14am America/Denver



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**AGENDA REQUEST FORM**

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**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Lava Hot Springs Chamber of Commerce

**Item to be considered/background:**

Fee Waiver

**How much time will be needed? Meeting date requested:**

10 Min

12/23/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

Tyson Koester, Scott Crowther Jamie Pehrson

**Please include any supporting documents with your Agenda Session Request Form.**

Commissioner Office Only:	
Date: <u>12/23/25</u>	Time: _____



Mailing Address: PO Box 231, Downey Idaho 83234
Email: jpehrson@bannockcounty.us Phone: 208-406-9654

Payment Received:
Insurance Received:
Permits Received:
RecDesk Outlook Board
Spreadsheet Reservation listing

FAIRGROUNDS CONTRACT—DOWNEY IDAHO

This is a request for facility reservation. Please complete all information. Incomplete information will result in a delay in the review of your contract. The following information is requested to assist in the review and consideration of your request to rent a County facility. Historical users (using their original dates) have first priority. All other requests are on a first come - first served basis.

RENTER INFORMATION

- Company/Organization Name: (event host) Lava Chamber of Commerce
Contact Name: (who will sign the contract) Tyson Koestet Title: Board Member q
Mailing Address:
City: Lava Hot Springs State: Idaho Zip Code: 83246
Daytime Phone: 208-251-8311 Evening Phone: Email: tyson.koester@lava.idaho.gov

EVENT INFORMATION

- Event Name: Lava Fire and Ice Area Requested
Event Description:
Event Date(s): 02/27/2026 Estimated Number of Attendees:
Event Start Time: Event End Time:
Additional Set- Up or Tear Down Days (if needed):
Paid Admission Event: YES NO cost Event Open to the Public: YES NO
Will Alcohol Be Served/Consumed? YES NO (if yes, county permit (\$20) must be provided and present at event)

THE COUNTY SHALL:

Permit the Applicant to occupy the space as written above, to prepare buildings or the erect temporary booths, which Applicant may use during the rental periods.
Permit the Applicant to display, demonstrate, sell, solicit or operate their business within the limits of their leased space.
Use reasonable safeguards against fire, theft, and accidents, but does not assume any liability for damages to goods or property of the Applicant from fire, theft, water or storm, or any liability for accidents to persons or property caused under, or by virtue of the apparitions of Lessee under this contract.
Have a lien upon any and all property stored, used or located upon the leased space, or elsewhere upon the fairgrounds by the Lessee for any and all damages sustained by the breach of this contract or otherwise caused by the Applicant, and shall have the right to restrain such property or any part of it without process of law, and may appropriate any or all such as its own to satisfy and such claim.
Reserve the right to all food concession, unless otherwise permitted. If additional vendors are permitted menu must not compete with menu of fixed site.

THE APPLICANT SHALL:

Obtain approval for erection of buildings, tents, enclosures, structures and signs outdoor from County.
Not nail, drill, paint, or do anything to change appearance of the walls. Do not use tape on concrete floors.
Remove all temporary structures, forms, booths, etc. within twenty-four (24) hours after termination of lease. Items left after that time become the property of the County, to make such disposition as they shall see fit.
Not do any additional electrical wiring without permission of County.
Not permit any ale, beer or intoxicating liquor of any kind to be consumed by the Applicant, his employees, agents or guests without proper permit.
Comply fully with all laws and ordinances of the Bannock County Fire protection District #1.
Agrees to furnish security at its own expense as is deemed necessary for protection of valuable displays and building during the event day and night.
Applicant agrees to furnish the County a Certificate of Insurance naming Bannock County and agents as additionally insured in a \$ combined single limit policy, such policy being delivered to Events Center Office ten (10) days prior to move in time.
Applicant shall provide a security deposit as indicated on the fee schedule, payable when reservation for facility is taken and contract signed. Payment will be held as a security binding. Deposit will be refunded if notification of cancellation is received 30 days prior to event or upon final inspection of facilities, provided there has been no damage and facility is returned in same condition as received. (Clean)
The Lessee will pay the building/grounds rental fees thirty (30) days prior to the event (unless other arrangements are made prior to the event) in the amount of: (see attached page for fee schedule)
Please make checks payable to - Bannock County Fairgrounds. Sales tax shall be collected as per Idaho State Tax Commission rules.

Bannock County Fairboard

Date 12/23/25

Date 12/23/25

Date 12/23/25

A. The terms of this contract shall commence and be binding upon the parties when the last signature is affixed to this contract, and final approval and granting of the application is made by the Bannock County Fairboard. No use of County facilities or grounds shall take place in the absence of approval. The terms of this contract shall remain in full force and effect until all obligations are fully performed or it is terminated as provided herein.

B. A fee as set by the Bannock County Commissioners, including but not limited to additional security, shall be paid by Applicant for the use of facilities and/or grounds. If waiver or reduction of fees has been requested, this must be approved by the Bannock County Commissioners and Applicant must comply with such terms set by the Board.

C. Applicant shall use only those parts of the facilities and/or grounds applied for and essential for the use. Applicant's use of facilities and grounds shall occur only with the agreement and acquiescence of the Bannock County Commissioners and take place in such a manner as shall not interfere with the use of buildings and grounds by the County or other users.

D. Applicant is responsible for and shall pay to repair all damage caused by its employees, volunteers, agents, participants or invitees to any fixtures, equipment, facilities and/or grounds as a result of the use.

E. Applicant shall clean, if necessary, all areas of any facilities and/or grounds which are used pursuant to this Agreement and shall leave the building(s) and/or grounds in the state it was prior to the commencement of the use. Failure of Applicant to clean areas of the buildings and/or grounds to the satisfaction of the County shall result in an assessment of costs or loss of deposit to Applicant for any necessary cleaning. The County reserves the right to request and receive an appropriate security and or cleaning deposit from Applicant if deemed necessary. Costs for any repairs or cleaning required may be deducted from said deposit.

F. Applicant agrees that the use of County buildings and grounds shall be in accord with any applicable state, local or federal law or regulation.

G. Applicant agrees that in the event any hazardous or potentially hazardous activities are contemplated in Applicant's use of the facilities, the Applicant shall obtain waivers and/or releases of liability from any and all participants in the activities. Said waivers shall contain, at a minimum, the following language in paragraph G(1). Said waivers are subject to the approval of the County prior to use of the facilities. Copies of all signed waivers shall be provided to the County upon request. This requirement does not, in any way, abrogate the requirement for indemnification herein, abrogate the invocation of sovereign immunity herein, eliminate any requirement imposed by the County for proof of sufficient insurance, nor modify or abrogate any defenses or immunities provided by law. Hazardous activities include, but are not limited to any sport or activity whether involving animals or equipment which carries an inherent risk or injury, property destruction or death. The Applicant agrees that decisions by the County or County staff to require or not to require the execution or submission of waivers does not abrogate any immunities or defenses provided by law. The County staff has complete discretion in the decision to require or not require the execution and submission of waivers in connection with any event.

G.(1) Applicant shall have participants sign a release and discharge of Bannock County, its elected and appointed officials, and employees and agents from all actions, causes of action, damages, claims or demands for all known or unknown personal injuries, property damage or death resulting from or arising out of my participation in the above described activity or events.

H. Maintenance. Bannock County agrees that regular maintenance of the grounds, parking lots and buildings will be the responsibility of the County.

I. Default. Each and every term and condition hereof shall be deemed to be a material element of the Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default thereof.

J. Independent Entities. County and Applicant are independent entities and their employees, volunteers, participants or invitees are not to be considered agents or employees of the other. Actions performed by Applicant pursuant to this contract are those of an independent agent and not those of an employee of the County.

K. Entire Agreement. This contract, with any properly executed addendums, represents the entire and integrated agreement and understanding between the parties and supersedes all prior negotiations, statements, representations and agreements, whether written or oral.

L. Assignment. Neither this contract, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of the other party.

M. Modification. This Application and Agreement shall be modified only by a written agreement, duly executed by all parties hereto.

N. Invalidation. The parties mutually understand and agree this contract shall be governed by and interpreted pursuant to the laws of the State of Idaho. If any provision of this contract is held invalid or unenforceable by any court of competent jurisdiction, or if the County is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties that the provisions of this contract are fully severable.

O. Venue. If any dispute arises between the parties from or concerning this contract or the subject matter hereof, any suit or proceeding at law or inequity shall be brought in the District Court of the State of Idaho, County of Bannock. Nothing in this clause shall be interpreted or construed to waive the County's assertion of governmental immunity.

P. Contingencies. Applicant certifies and warrants no gratuities, kick-backs or contingency fees were paid in connection with this contract, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this contract.

Q. Discrimination. All parties agree they will not discriminate against any person who performs work under the terms and conditions of this contract because of race, color, gender, creed, handicapping conditions or national origin.

R. ADA Compliance. All parties agree they will not discriminate against a qualified individual with disability, pursuant to law as set forth in the Americans with Disabilities Act, P.L. 101 -336, 42 U.S.C. § 12101, et seq., and/or any properly promulgated rules and regulations relating thereto.

S. Governmental Immunity. The Bannock County Commissioners and Bannock County do not waive their governmental immunity provided by any law by entering into and/or granting this contract and the County fully retains all immunities and defenses provided by law with regard to any action based upon this Agreement. Further, the County and its elected and appointed officials do not waive their governmental immunity under contract, tort or any other applicable theory of law by entering into or granting this contract.

T. Force Majeure. Neither party shall be liable to perform under this contract if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.

U. Notices. All notices required and permitted under this contract shall be deemed to have been given, if and when deposited in the U.S. Mail, properly stamped and addressed to the address listed herein, or when personally delivered to such party. A party may change its address for notice hereunder by giving written notice to the other party.

V. Indemnification. To the fullest extent permitted by law, Applicant agrees to indemnify and hold harmless Bannock County and its elected and appointed officials, employees and volunteers from any and all claims, damages, losses and expenses, including reasonable attorney's fees, for injuries, illness, death, property damage, claims, penalties, actions, demands or expenses arising from or in connection with this contract. In granting this contract, Bannock County may, in its sole discretion, require Applicant to show proof of insurance sufficient to cover Applicant's obligations pursuant to this clause. No use of buildings or grounds may commence until Bannock County Risk Management or County Legal Counsel has reviewed and approved the insurance coverage obtained/provided by Applicant if so required.

W. Third Party Beneficiary. The parties do not intend to create in any other individual or entity the status of third party beneficiary and this Application and Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this contract shall operate only between the parties to this contract and shall inure solely to the benefit of the parties to this contract. The parties to this contract intend and expressly agree that only parties signatory to this contract shall have any legal or equitable right to seek to enforce this contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of it, or to bring action for its breach. This provision is not intended to waive the County's governmental immunity in any way and shall not be construed to waive said governmental immunity in any way.

X. Termination. This Agreement may be terminated by either party at any time for failure of another party to comply with the terms and conditions of this Agreement; by Bannock County with fifteen (15) days' prior written notice to other parties; or upon mutual written agreement by all parties.

Y. Appropriations Clause. Bannock County's obligations under this Application and Agreement are conditioned upon the availability of funds which are appropriated or allocated for such obligations. If funds are not allocated and available for the continuance of said obligations, the contract may be terminated by the County at the end of the period for which funds are available. No penalty shall accrue to the County in the event this provision is exercised, and the County shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision.

Z. Alteration or Additions. Without the written consent of the County, or unless otherwise allowed by this Agreement, the Applicant shall not make any improvements to or alterations of the premises. Any alterations or improvements to the premises made by the Applicant shall become part of the realty and the property of the County.

12/18/2025

Date

*Tyson Koester*  
Applicant Signature

Tyson Koester  
Print

# FEE SCHEDULE

**STANDARD EVENTS / FEES:** Capacity of <150 and / or events with minimal to no risk, production, use of resources and / or hard costs. Fees include the venue / space, arena or room configuration, and equipment (chairs, desks, tables, stage, rodeo equipment, panes, and sound system) assigned to that space. Includes power, water and Internet, of minimal use and initial area prep.

**NON STANDARD EVENTS / FEES:** Capacity of >150 and / or with a significant amount of risk, production, or use of resources and hard costs. Fees are determined by Bannock County Facilities management with consideration of additional risk, production equipment, use of resources and hard costs.

FAIRGROUNDS - DOWNEY						CHARGE
Set up days for all facilities will be charged 50% of the daily rates						
	Description		Hourly	Daily		
			Hourly	Daily		
	Outdoor Arena/ Indoor Arena		\$25	\$250		\$
	Fair grounds buildings		\$25	\$250		\$
	Covered Stage Area		\$25	\$250		\$
	User Fee		Up to 5 hours		5 hours and Above	
		151 to 250 people	\$250		\$500	
		250 to 499 people	\$375		\$750	
	Cattle Panel	Per Day		\$5		
	Additional Arena Work	Per Time		\$50		
	Small Tractor with Operator	Per Hour		\$75		
	Additional Labor	Per Hour		\$25		
	Tables	Each per Day		\$5		
	Chairs	Each per Day		\$1		
	<b>Horse Stalls</b>			Per Night	Monthly	
	Per Stall			\$20	\$55 / \$65	
	Tack/Hay Room				\$20	
	<b>Indoor Arena Passes</b>			Individual	Family	\$
	Daily-Monthly-6 Months-Annual			\$15-\$25-\$80-\$120	\$20-\$30-\$120-\$240	\$
	<b>VENDOR FEES</b>					\$
	Food Vendors			\$300.00 / fair week		\$
	Drink only Vendors			\$200.00 / fair week		\$
	Merchandise Vendors			\$100.00/ fair week		\$
	Concession Stand (old Lions stand)			\$1,500.00 + propane refill / fair week		\$
	Daily Vender Fee			Fee Negotiable by Contract		
	<b>ELECTRICAL COSTS</b>					
	Electrical inspector show up			\$65		
	Electrical inspection per vendor			\$10		
	Ground Rod Kit			\$45		
	Administrative fee for	Inspection/vendor		\$50		
	<b>Portable Bleachers</b>					
	10 Row—45 feet wide / seats 300	Prices include delivery up to 100 miles—over 100 miles will be charged per mile federal mileage		\$600.00 daily	\$2,000.00 weekly	2
	10 Row—30 feet wide / seats 200			\$600.00 daily	\$1,500.00 weekly	1

**TOTAL DUE: 600**

ADDITIONAL EVENT INFORMATION

EVENT NAME: Lava Fire and Ice

DATE: 2/7/2026

TIME OF EVENT: \_\_\_\_\_

AREA: \_\_\_\_\_

ADDITIONAL EVENT DETAILS:

Portable Bleacher Rent Only. Asking for a fee waiver. 3 sets for the price of one.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SPECIAL SET UP INSTRUCTIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTES / DRAWINGS:



**BANNOCK COUNTY COMMISSIONERS**  
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**AGENDA REQUEST FORM**

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**Name/Department:**

Shanda Crystal/Procurement

**Item to be considered/background:**

To discuss a request for (1) potential signatures on two change orders with Headwaters Construction and (2) a procurement update.

**How much time will be needed? Meeting date requested:**

10 minutes

12/23/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

Daniel Kendall

**Please include any supporting documents with your Agenda Session Request Form.**

<p>Commissioner Office Only:</p> <p>Date: <u>12/23/25</u> Time: _____</p>
---

12/23/2025		<b>Bids in progress</b>	<b>Active Bids</b>	<b>Closed Bids</b>	<b>Projects in progress</b>	<b>Projects Completed</b>
		1	2	2	2	4
Active	Department	Description	Budget Allocated	Status Update	Procurement Metrics	
In Progress	Facilities	Replace Courthouse Parking Lot	175,000	12/8 draft ITB		
Yes	Road & Bridge	Small Engine Services	xx	12/23 RFIs due; 12/4 Questions due		
No*	Event Center	Master Planning Service	\$	12/18 (5) RFQs under evaluation		
No*	Emergency Management	Lava Rachnes Fuels Reducation Phase II	151,500	12/16 (4) RFSs under evaluation		
Yes	Road & Bridge	Storage Building	600,000	12/11 issued addendum #3; 12/4 issued addendum #2; 10/24 issued addendum #1		
No	Planning & Development	Plat Review	10,000	11/6 BOCC awarded roster spots to Matthew Baker, Adam Thayer, & Stewart Ward		
No	Road & Bridge	Roof Replacement	500,000	10/2 BOCC awarded to Thomas D. Robison Roofing, Inc		
No	Road & Bridge	Road Salt	\$	9/23 BOCC awarded bid to Specialty Construction Supply		
No	Landfill	Scale House Project	3,500,000	9/30 BOCC rejects all bids		

\* Project in progress

## BANNOCK COUNTY COMMISSIONERS

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



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## Business Meeting Agenda Request Form

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Requestor Name:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Signature on 2025 Annual Road and Bridge Financial Report

Date of meeting being requested:

12/23/2025

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:

### Annual Road and Street Financial Report

Reporting Entity Name, Mailing Address and Contact Phone Number:		Please return, <b>not later than December 31</b> , to:
Entity Bannock County	<b>BRANDON D. WOOLF</b> <b>IDAHO STATE CONTROLLER</b> <b>ATTN: HIGHWAY USERS</b> <b>STATEHOUSE MAIL</b> <b>BOISE, ID 83720</b>	
Address 624 E Center St Rm 104		
City State Zip Pocatello, ID 83201		
Contact/Phon 208-236-7331	Contact/Email: kristik@bannockcounty.us	

This certified report of dedicated funds is hereby submitted to the State Controller as required by 40-708, *Idaho code*.

Dated this <u>23<sup>rd</sup></u> day of <u>December</u> , <u>2025</u> .	Jeff Hough, Chairman
<b>ATTEST:</b>	Ernie Moser, Commissioner
Clerk/Treasurer Signature	Ken Bullock, Commissioner

City Clerk/County Clerk/District Secretary (**type or print name & sign**) **AND** Commissioners or Mayor (**type or print name & sign**)

**FOR THE FISCAL YEAR ENDING SEPTEMBER 30, \_\_\_\_\_ 2025**

Line 1 BEGINNING BALANCE - Balance from Previous Year's Report	11,838,910
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**RECEIPTS**

	<b>LOCAL FUNDING SOURCES</b>	
Line 2	Property tax levy (for roads, streets and bridges) . . . . .	2,324,240
Line 3	Sale of assets . . . . .	
Line 4	Interest income . . . . .	
Line 5	Fund transfers from non-highway accounts. . . . .	
Line 6	Proceeds from sale of bonds (include LIDs) . . . . .	
Line 7	Proceeds from issue of notes (include loans) . . . . .	
Line 8	Local impact fees . . . . .	
Line 9	Local option registration fee . . . . .	
Line 10	All other LOCAL receipts or transfers in. . . . .	551608
<b>Line 11</b>	<b>Total Local Funding (sum lines 2 through 10). . . . .</b>	<b>2,875,848</b>
	<b>STATE FUNDING SOURCES</b>	
Line 12	Highway user revenue . . . . .	4,160,100
Line 13	Sales tax . . . . .	674,145
Line 14	General fund/Leading Idaho . . . . .	1,971,870
Line 15	Sales tax/Inventory replacement tax . . . . .	
Line 16	Sales tax/Revenue sharing . . . . .	330623
Line 17	State Exchanged funds. . . . .	
Line 18	All other STATE receipts or transfers. . . . .	21389
<b>Line 19</b>	<b>Total State Funding (sum lines 12 through 19). . . . .</b>	<b>7,158,127</b>
	<b>FEDERAL FUNDING SOURCES</b>	
Line 20a	Secure Rural Schools (Title I Funds) . . . . .	
Line 20b	Secure Rural Schools (Title III Funds) . . . . .	
Line 21	Federal-aid Bridge. . . . .	
Line 22	Federal-aid Rural. . . . .	
Line 23	Federal-aid Urban. . . . .	
Line 24	Federal Lands Access Funds and All other FEDERAL receipts or transfers . . . . .	
<b>Line 25</b>	<b>Total Federal Funding (sum lines 20 through 25) . . . . .</b>	<b>0</b>
<b>Line 26</b>	<b>TOTAL RECEIPTS (sum lines 11, 19, 25) . . . . .</b>	<b>10,033,975</b>

<b>DISBURSEMENTS</b>		Page 2 of 3
	<b>NEW CONSTRUCTION (include salary and benefits on each line)</b>	
	Total lane miles constructed in the last year . . . . .	
	Total square feet of bridge deck constructed in the last year . . . . .	
Line 27	Roads . . . . .	
Line 28	Bridges, culverts and storm drainage . . . . .	
Line 29	RR Crossing . . . . .	
Line 30	Other (signs, signals or traffic control). . . . .	
<b>Line 31</b>	<b>Total New Construction (sum lines 27 through 30). . . . .</b>	<b>0</b>
	<b>RECONSTRUCTION/REPLACEMENT/REHABILITATION (include salary and benefits on each line)</b>	
	Total lane miles rebuilt, realigned, or overlay in the last year . . . . .	12.18
	Total square feet of bridge deck reconstructed or rehabilitated in the last year . . . . .	0
Line 32	Roads (rebuilt, realign, or overlay upgrade). . . . .	1,184,188
Line 33	Bridges, culverts and storm drainage . . . . .	
Line 34	RR Crossing . . . . .	
Line 35	Other (signs, signals or traffic control). . . . .	
<b>Line 36</b>	<b>Total Reconstruction/Replacement (sum lines 32 through 35). . . . .</b>	<b>1,184,188</b>
	<b>ROUTINE MAINTENANCE (include salary and benefits on each line)</b>	
	Total lane miles with surface treatments, chip sealed, seal coated etc. on line 37. . . . .	222.14
	Total lane miles graded or bladed on line 40 . . . . .	84
Line 37	Chip sealing or seal coating . . . . .	1,723,938
Line 38	Patching . . . . .	92,523
Line 39	Winter Maintenance . . . . .	847,423
Line 40	Grading/blading . . . . .	152,060
Line 41	Bridge . . . . .	60,799
Line 42	Other (signs, signals or traffic control). . . . .	1,700,127
<b>Line 43</b>	<b>Total Routine Maintenance (sum lines 37 through 42) . . . . .</b>	<b>4,576,870</b>
	<b>EQUIPMENT</b>	
Line 44	Equipment purchase - automotive, heavy, other. . . . .	387,500
Line 45	Equipment lease/purchase . . . . .	513,365
Line 46	Equipment maintenance. . . . .	158,398
Line 47	Other (specify). . . . .	
<b>Line 48</b>	<b>Total Equipment (sum lines 44 through 47) . . . . .</b>	<b>1,059,263</b>
	<b>ADMINISTRATION</b>	
<b>Line 49</b>	<b>Administrative salaries and expenses. . . . .</b>	<b>80,335</b>
	<b>OTHER EXPENDITURES</b>	
Line 50	Right-of-way and property purchases . . . . .	
Line 51	Property leases . . . . .	
Line 52	Street lighting . . . . .	
Line 53	Professional services - audit, clerical, and legal. . . . .	
Line 54	Professional services - engineering. . . . .	6,112
Line 55	Interest - bond (include LIDs). . . . .	
Line 56	Interest - notes (include loans). . . . .	
Line 57	Redemption - bond (include LIDs) . . . . .	
Line 58	Redemption - notes (include loans) . . . . .	
Line 59	Payments to other local government. . . . .	825,784
Line 60	Fund transfers to non-highway accounts. . . . .	660,926
Line 61	All other local expenditures . . . . .	667,037
<b>Line 62</b>	<b>Total Other (sum lines 50 through 61) . . . . .</b>	<b>2,159,859</b>
<b>Line 63</b>	<b>TOTAL DISBURSEMENTS (sum lines 31, 36, 43, 48, 49, 62). . . . .</b>	<b>9,060,515</b>
<b>Line 64</b>	<b>RECEIPTS OVER DISBURSEMENTS (line 26 - line 63). . . . .</b>	<b>973,460</b>
<b>Line 65</b>	<b>OTHER ADJUSTMENTS (Audit adjustment and etc.) . . . . .</b>	
<b>Line 66</b>	<b>CLOSING BALANCE (sum lines 1, 64, 65) . . . . .</b>	<b>12,812,370</b>
<b>Line 67</b>	<b>Funds on Line 66 obligated for specific future projects &amp; reserves. . . . .</b>	
<b>Line 68</b>	<b>Funds on Line 66 retained for general funds and operations. . . . .</b>	
<b>Line 69</b>	<b>ENDING BALANCE (line 66 minus the sum of lines 67, 68) . . . . .</b>	<b>12,812,370</b>



## 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:

Jeff Fullmer

Department:

Sheriff

Requestor Email:

jfullmer@bannockcounty.gov

Item(s) to be considered:

Signature on Grant Assessment.  
 Underage Alcohol Grant.  
 Recurring yearly grant

Kristi Klauser or LuAnn Losee for any questions.

Date of meeting being requested:

12/23/2025

Time requested:

5 Minutes

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

Other

Contract/Agreement Begin Date:

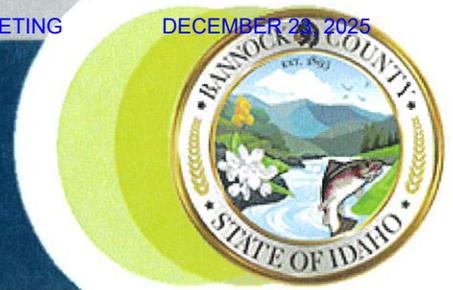
Contract/Agreement End Date:

List of additional attendees:

## GRANT TEAM RISK ASSESSMENT FOR GRANTS

Department:	<u>Sheriffs</u>	Apply for award	X	
Project name:	<u>Underage Alcohol Grant</u>	Do not apply		
Assistance Listing # <i>(formerly CFDA #)</i>	<u>93.243</u>	Federal Procurement		
Grant Writing	<i>No (0 pts)</i>	<i>Maybe (2.5 pts)</i>	<i>Yes (5 pts)</i>	Score
Project clearly eligible for grant? Meets priorities of the grant? If no, stop, do not apply.			X	5
Will administrative costs be allowed by the grant? Equipment only = 5			X	5
Matching funds: 0: cash or mix required, not budgeted; 2.5: match obtainable; 5: No match, or has been/can be budgeted, in-kind easily obtainable			X	5
Sufficient time to prepare grant submission before the due date?			X	5
Department and/or Grant Team have adequate time to write grant?			X	5
Award odds assessment: 0: strong competition, small number of awards, odds of award <10% 2.5: open competition, odds of award >10% to <50% 5: Meets top priorities, odds of award greater than 50%			X	5
Funding agency history: 0: none; 2.5: funder known/no history; 5: good relationship with funder			X	5
No organizational resources needed (space, equipment, in-kind)			X	5
Are new personnel fully covered by grant? n/a = 5			X	5
Sustainability: 0: difficult, may require significant ongoing commitment of resources; 2.5: effort needed, may require some ongoing support; 5: minimal additional resources OR no sustainability expected/needed			X	5
Aligns with department's mission			X	5
Existing or imminently anticipated need			X	5
Program will not be a duplication of existing efforts in area			X	5
Expertise of department/director in relevant area			X	5
Staff training: 0: required, not funded; 2.5: Minimal, some covered; 5: Minimal, required and costs covered			X	5
Program partnership: 0: needed/not developed; 2.5: potential identified; 5: not needed/already contacted			X	5
Procurement complexity: 0: multiple/phases/formal; 2.5: 1-2 simple/semi-formal; 5: none			X	5
Department capacity to administer and monitor project			X	5
Auditing capacity for processing, reporting, and monitoring			X	5
Department capacity for tracking/progress reports			X	5
Comments: Recurring grant we've had for years.				100
				Score
Scoring Key: 70% = Yes 50-69% = Maybe <50 = No	Possible adjustments to scoring: New personnel required -3      New system (reporting/application) -1 to 10 Subaward (adds admin burden) -4      Davis Bacon required -10 Does proposal provide operational support (rather than project support) up to +5			
Auditing/Grant Team: <i>LuAnn Losee</i>	Date:	12/17/2025		
Override of Recommendation not to apply: Justification:	Date:			
Commissioner:	<i>Jeff Hough</i>	Date:	12/23/25	

# Bannock County NOTICE OF FUNDING OPPORTUNITY AND RISK ASSESSMENT FOR GRANTS



Is this a Reoccurring Grant?  YES  NO

Department:

Date Form Completed:

Supervisor:

Program Manager:

Project Title:

Submission Deadline:

Grant Name:

Grant Number:

Funding Agency:

Amount Requested:

Grant Match Percentage:  In-kind Allowed?  YES

Total Estimated Project Cost:

Long term maintenance cost (including staffing)

Explain Source of Match:

Project Summary:

Reoccurring Underage Alcohol Grant through the Idaho Office of Drug Policy. This grant will target the population of Bannock County, including Pocatello, Chubbuck, Inkom, McCammon, Lava Hot Springs, Arimo, Downey, and Swan Lake. This grant will include Compliance Checks, Interdiction activities, Marijuana related presentations, Methamphetamine related presentations, juvenile party patrols and underage drinking prevention and presentations.

Anticipated Notification Date:  Project Start Date:  Project End Date:

Funding Type:  Federal  State  Local Government  Private  Other

Net Cash Outflow:  Reimbursement  Advance Funded  Other

Target Population:

Potential Impact on Target Population:

Funding Source Reporting Requirements:

Number of Staff to Participate:  Will Grant Require Staff to be Pulled from Primary Duties:  YES  NO

Will Staff Training be Provided:  YES  NO Training Cost Included in Budget:  YES  NO

Does Grant Include Technology:  YES  NO If so, have Computer Services Been Notified:  YES  NO

Does Grant Require Office Space:  YES  NO Does Grant Require New Personnel:  YES  NO

Chance of Successful Funding:  HIGH  MEDIUM  LOW

Application Prep Burden:

- HIGH (Needs project development and grant writing assistance)
- MEDIUM (Small project development or grant writing assistance)
- LOW (Program in place, simple project development or department able to complete application)

Administrative/Management Burden:

HIGH  MEDIUM  LOW

<b>Grant Team Assessment:</b> (To be completed by the Grant Team)	
Does the project align with the grant criteria?	
Is the project feasible?	
Can we meet the matching requirement?	
Is the initiating department able to adequately manage the grant?	
Are there other consideration? If so, please describe:	
Other departments to involve:	
Summary of Department comments/ recommendation:	
Project/Grant Program Manager Contact Information:	
Auditing Department: Recommend Application	Do Not Recommend Application
Signatures: _____	Comments: _____
Legal: Recommend Application	Do Not Recommend Application
Signatures: _____	Comments: _____
BOCC: Recommend Application	Do Not Recommend Application
Comments: _____	

Chairman Signature

*Jeff Hough*

*Dec. 23, 2025*

Date

## Application Overview

Completed by jfullmer@bannockcounty.gov on 12/9/2025 3:17 PM

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

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### Application Overview

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Please review the following information.



### PARTNERSHIP FOR SUCCESS LAW ENFORCEMENT (PFS-LE) GRANT

*policy • partnership • prevention*

**Application & Award Period:** The application period for Federal Fiscal Year 2026 (FFY2026) PFS-LE funding opportunity is December 8, 2025 - January 5, 2026. The grant award period is February 1, 2026 – September 30, 2026.

**Funding Description:** The PFS-LE funding aims to support law enforcement agencies with the implementation of effective enforcement activities to prevent alcohol misuse, underage drinking, prescription medication misuse, illicit opioid use, and methamphetamine use, and youth substance use at the state and community levels to address specific, locally identified drug and alcohol-related challenges.

The PFS-LE application is to be used by eligible applicants seeking funding to implement strategies and programs to prevent alcohol, prescription drug, illicit opioid, and methamphetamine abuse and youth substance use and reduce the impact of substance misuse at the community level.

#### Application Information:

- This application follows the Strategic Prevention Framework (SPF), which was developed by the Substance Abuse and Mental Health Services Administration (SAMHSA).
- This funding opportunity is for FFY2026, the grant award period is February 1, 2026 – September 30, 2026.
- Additional FFY2026 PFS-LE application information, including the [Notice of Funding Opportunity](#) and the [Application Instructions](#).

*Applicants assume all costs associated with the preparation and completion of this grant application.*

*ODP is a government entity, and it is understood and agreed that ODP's grant awards are contingent upon funds appropriated by federal funding agencies and the Idaho Legislature, funds granted by the federal government, or both.*

# A. Organization Information

Completed by *jfullmer@bannockcounty.gov* on 12/11/2025 8:34 AM

**Case Id:** 30579  
**Name:** Bannock County Sheriff's Office - 2025  
**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

## A. Organization Information

Please provide the following information.

### Organization Information

**A.1. Organization Name**

Bannock County Sheriff's Office

**A.2. Organization Type**

Public Entity

**A.3. Organization Phone**

(208) 236-7109

**A.4. Organization Physical Address**

5800 S. 5th Avenue  
Pocatello , ID 83204

**A.5. Organization Mailing Address (If different from Physical Address)**

same

**A.6. Organization Website URL**

**A.7. Region**

Region V

Need to know which region you are in? Click [here](#).

### Primary Contact Information

**A.8. Applicant Type**

Both

**A.9. First Name**

Jeff

**A.10. Last Name**

Fullmer

**A.11. Email**

*jfullmer@bannockcounty.gov*

**A.12. Telephone**

(208) 236-7109

### Fiscal Agent Information (If Applicable)

**A.13. First Name**

**A.14. Last Name**

**A.15. Title**

**A.16. Telephone**

**A.17. Fax**

**A.18. Email**

**A.19. Mailing Address**

## B. Community Needs Assessment

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by [jfullmer@bannockcounty.gov](mailto:jfullmer@bannockcounty.gov) on 12/17/2025 7:43 AM

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### B. Community Needs Assessment

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A community needs assessment identifies local prevention needs by analyzing data from various sources. This helps applicants demonstrate their prioritized substance misuse issues, understand their impact, pinpoint contributing factors, assess readiness, and determine necessary resources. Please provide the following information to help us understand the local substance use issues and prevention needs in your community. Each of the four short narratives should be limited to 350 words (or 3000 characters). For more information on Assessment in the SPF, click [here](#). (20 Points Total)

#### B.1. Demographics

**Provide a community profile, including demographics such as age, race, ethnicity, gender, socioeconomic status, culture, religion, and sexual orientation. Describe what it is like to live and work in your community.**

Bannock County, located in southeastern Idaho, has an estimated 2025 population of approximately 91,435 residents. The community is predominantly White (81.1% to 84.3%), with a growing Hispanic or Latino population that currently accounts for nearly 10% of residents. The median age is approximately 35 to 38 years, reflecting a relatively young population influenced by the presence of Idaho State University in Pocatello. Economically, the county has a median household income of roughly \$64,080, while the poverty rate stands at approximately 12.2%. Educationally, the county demonstrates a strong profile, with about 19.5% of adults holding a bachelor's degree and approximately 10.7% having attained graduate or professional degrees.

#### B.2. Problems

**Describe the nature of the substance misuse problem in your community. How do you know this is a problem? Include quantitative data (e.g., school survey results, number of school incidents, juvenile arrest rates etc.)**

In 2025, substance misuse remains a critical public health and safety concern in Bannock County, Idaho, where fentanyl and methamphetamine are identified as the most significant drug threats. The county has one of the state's highest rates of stimulant-related overdose deaths, with local reports from late 2025 indicating that synthetic opioids now account for the majority of overdose fatalities in the area. Statewide, Idaho saw a record 12.25% increase in toxicology cases in fiscal year 2025, the highest in a decade, with 90% of adult DUI toxicology samples testing positive for at least one drug. In Bannock County specifically, the criminal justice system reflects these trends; roughly 80% of local offenders struggle with alcohol or drug misuse, and 50% of jail inmates are clinically addicted. To combat these rising rates, the county has expanded the reach of its Problem Solving Courts and installed opioid emergency kits in public facilities such as the county jail and juvenile detention centers.

#### B.3. Causes

**Describe the perceived causes of substance misuse problems in your community. Examples include: availability of alcohol, lack of enforcement of underage drinking laws, lack of prevention education, poor parental controls, social norms, etc.**

In Bannock County, Idaho, alcohol misuse is driven by a combination of high accessibility and complex socioeconomic factors common to rural and transition areas. This can include Self Medication and Mental Health, rural socioeconomic stress, social and peer influence, and underage transitions. A significant portion of Idaho youth reports obtaining alcohol from friends or family members, with over 50% stated drinking was occurring in private homes. Enforcement of underage drinking is often difficult when alcohol is sourced through social networks rather than retail

outlets. Approximately 35% of Idaho youth get alcohol from friends and family members.

#### **B.4. Current Efforts**

**Describe the current efforts to address the substance misuse problem in your community. Include efforts outside your organization to provide a comprehensive view of strategies currently used.**

The current efforts to address substance misuse in Bannock County focuses on a continuum of care that integrates prevention, harm reduction, and recovery support. This all includes school and youth programming, specialty courts for juveniles, and treatment access.

## C. Capacity Building

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 3:55 PM

### C. Capacity Building

Please provide the following information to help us understand the capacity of your organization and/or local community. To learn more about Capacity Building in the SPF, click [here](#). (15 Points Total)

#### C.1. Agency Capacity

In the table below, please provide information about your agencies experience and capacity in the identified areas. (column 1 identifies the capacity area, column 2 asks for the status, and column 3 asks for a description).

Capacity Area	Status	Description
Does your agency have previous experience implementing prevention activities?	Yes	We have dedicated officers working OT to enforce and educate juveniles and the public for Marijuana and Methamphetamine use in the state of Idaho and our jurisdiction.
Does your agency/organization have dedicated prevention staff?	No	We have sworn law enforcement Deputies to patrol and educate on a OT basis for this completion.
Does your agency have officers/staff trained in evidence-based prevention curricula or programs?	Yes	Our Deputies are trained in evidence handling and packaging, we also have a evidence technician.
Does your agency have leadership support for the proposed activities?	Yes	Our Deputies are lead by support management staff on all proposed activities.

#### C.2. Staff Qualifications

Click "Add Row" below to provide information about the qualifications and role of each key staff that will be involved in implementing the proposed activity/activities.

Position	Staff Name (or TBD)	Relevant Qualifications & Training	Role in Activities	% Time Funded by Grant
Lieutenant	Jeff Fullmer	Certified Law Enforcement Officer	supervisor	25.00%

#### C.3. Agency Coordination

Click "Add Row" below to provide a list of specific partners who will be involved in helping to implement the proposed activities. For example: coalitions, schools, civic organizations, youth groups, state or local government entities, etc.

<b>Partner Agency/Organization</b>	<b>Role - How will they be involved?</b>
Other Law Enforcement Agencies and local schools	Assisting with trainings, meetings, partnership in the awareness of illegal drugs and alcohol.

## D. Alcohol Misuse & Underage Drinking Prevention

Case Id: 30579

Name: Bannock County Sheriff's Office - 2025

Address: 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 1:52 PM

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### D. Alcohol Misuse & Underage Drinking Prevention

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In application sections D-H, organizations can request funding for activities in five (5) different substance use categories - Alcohol Misuse & Underage Drinking Prevention, Prescription Drug Misuse Prevention, Illicit Opioid Misuse Prevention, Methamphetamine Use Prevention, and Youth Substance Use Prevention. The number of activities/categories an applicant requests funding for will not impact the likelihood of being awarded funds.

In the following section, please provide the requested planning, implementation, and budget information for requested funding for **Alcohol Misuse & Underage Drinking Prevention activities**. If you DO NOT want to request funds for activities in this category, scroll to the bottom and click "Complete & Continue" to move on to the next section. (70 Points Total for All Categories).

For more information on Planning and Implementation in the SPF, click [here](#).

## Alcohol Misuse & Underage Drinking Prevention Strategies – Planning, Implementation, and Budget

### Alcohol Misuse & Underage Drinking Prevention Activities – PLANNING

D.1. Activity Selection – What alcohol misuse & underage drinking prevention activities do you plan to implement? (check all that apply)

- Retail Compliance and Regulation (i.e., compliance checks, shoulder tap operations, alcohol license inspections, ID fraud enforcement)
- Impaired Driving Enforcement (i.e., DUI/DWI enforcement)
- Underage Drinking Enforcement (i.e., party patrols, underage alcohol possession and consumption law enforcement, social host ordinance enforcement)
- Community Prevention & Education (i.e., community presentations, outreach, information dissemination, public awareness and education)
- Youth, Parent, Family, or Adult Programming (i.e., evidence-based/informed direct service programs with high-risk youth, adults, and/or parents)
- Multistakeholder Group Collaboration (i.e., Partnering with state and local-level stakeholders via coalitions, task forces, etc. to address alcohol misuse or underage drinking)
- Training (i.e., in-person or virtual trainings related to alcohol misuse or underage drinking)

Other

If you selected "Other" please identify and provide a description of the activity here.

**D.2. Activity Justification** – Provide evidence that the activity(ies) you selected will address the identified substance misuse problems in your community. Cite data and research that will support your proposed activity(ies). You can find data source examples [here](#).

About 2 in 5 Idahoans ages 12 plus have reported using alcohol. 23% of high school student reported the use of alcohol which is above the national average which is 22%, this being 1 in 6 high students have reported trying alcohol before the age of 13. 11.6% of high school student have been diagnosed with alcohol disorder in 2021 and 10% stating needing treatment for this and did not receive it. Bannock County Sheriff's Office will have dedicated trained officers to attend student gathering and activities to try and stop the misuse and underage drinking in the communities.

**Alcohol Misuse & Underage Drinking Prevention Activities – IMPLEMENTATION**

**D.3. Activity Description and Action Plan** – Provide an outline of your proposed activity(ies) and how they will be implemented. What do you plan to do? How many sessions/activities will you implement? What are the locations for the activities? What are the start and completion dates/what is the anticipated timeline?

Bannock County Sheriff's Office will have dedicated officers to attend high school activities, gatherings and sporting events where alcohol is misused by students. Deputies will enforce the underage drinking laws of the state of Idaho during these events. Also Deputies will be patrolling areas of the community where youth tend to gather to enforce the laws of underage drinking.

**Alcohol Misuse & Underage Drinking Prevention Activities – BUDGET**

*The PFS-LE awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to activity implementation; (2) Mileage – which includes all mileage costs related to activity implementation; and (3) Other – which includes all equipment, supplies, contractual, and other costs related to activity implementation.*

**D.4.a. Staff Budget** – Click "Add Row" below to identify the staff, hours, and hourly rate for all staff that will be involved in activity implementation.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hours	Total Staff Budget
				\$0.00

**D.4.b. Staff Budget Justification** – Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3,000 characters).

Dedicated patrol Deputies will be patrolling the community looking for under age drinking.

**D.5.a. Mileage Budget** – Click “Add Row” below to identify the anticipated travel and mileage costs associated with activity implementation. The FY2026 State of Idaho mileage reimbursement is \$0.70 per mile, so please use this rate in your cost calculations.

Activity	Number of Sessions	Average Miles per Session	Total Mileage Cost
			\$0.00

**D.5.b. Mileage Budget Justification** – Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

---

**D.6.a. Other Budget** – Click “Add Row” below to identify any other anticipated budget costs necessary for activity implementation (i.e., equipment, supplies, contractual, etc.).

Anticipated Budget Items	Anticipated Budget Item Cost
	\$0.00

**D.6.b. Other Budget Justification** – Please detail and justify the need for the Other Budget expenses proposed in the table above. The budget description must demonstrate that the expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

N/A

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**Total Funds Requested for Alcohol Misuse & Underage Drinking Prevention Strategies**

**D.7. Total Funds Requested** – Please enter the total amount of funds requested between the proposed Staff, Mileage, and Other Budgets.

\$5,000.00

## E. Prescription Drug Misuse Prevention

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 1:52 PM

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### E. Prescription Drug Misuse Prevention

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In application sections D-H, organizations can request funding for activities in five (5) different substance use categories - Alcohol Misuse & Underage Drinking Prevention, Prescription Drug Misuse Prevention, Illicit Opioid Misuse Prevention, Methamphetamine Use Prevention, and Youth Substance Use Prevention. The number of activities/categories an applicant requests funding for will not impact the likelihood of being awarded funds.

In the following section, please provide the requested planning, implementation, and budget information for requested funding for **Prescription Drug Misuse Prevention activities**. If you DO NOT want to request funds for activities in this category, scroll to the bottom and click "Complete & Continue" to move on to the next section. (70 Points Total for all Categories)

For more information on Planning and Implementation in the SPF, click [here](#).

## Prescription Medication Misuse Prevention Strategies – Planning, Implementation, and Budget

### Prescription Medication Misuse Prevention Activities – PLANNING

E.1. Activity Selection – What prescription medication misuse prevention activities do you plan on implementing? (check all that apply)

- Diversion & Distribution Enforcement (i.e., enforcement of existing laws and regulations around medication distribution, support efforts to curb diversion)
- Drug Disposal & Take Back Programs (i.e., supporting prescription drug disposal programs, permanent prescription drug disposal locations, or National Prescription Drug Take Back Day)
- Community Prevention & Education (i.e., community presentations, outreach, information dissemination, public awareness and education)
- Youth, Parent, Family, or Adult Programming (i.e., evidence-based/informed direct service programs with high-risk youth and/or adults)
- Multistakeholder Group Collaboration (i.e., Partnering with state and local-level stakeholders via coalitions, task forces, etc. to address Rx misuse-related issues)
- Training (i.e., in-person or virtual training related to Rx misuse)
- Other

If you selected "Other" please identify and provide a description of the activity here.

**E.2. Activity Justification** – Provide evidence that the activity(ies) you selected will address the identified substance misuse problems in your community. Cite data and research that will support your proposed activity(ies). You can find data source examples [here](#).

### Prescription Medication Misuse Prevention Activities – IMPLEMENTATION

**E.3. Activity Description and Action Plan** – Provide an outline of your proposed activity(ies) and how they will be implemented. What do you plan to do? How many sessions/activities will you implement? What are the locations for the activities? What are the start and completion dates/what is the anticipated timeline?

### Prescription Medication Misuse Prevention Activities – BUDGET

*The PFS-LE grant awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to activity implementation; (2) Mileage – which includes all mileage costs related to activity implementation; and (3) Other – which includes all equipment, supplies, contractual, and other costs related to activity implementation.*

**E.4.a. Staff Budget** – Click “Add Row” below to identify the staff, hours, and hourly rate for all staff that will be involved in activity implementation.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hours	Total Staff Budget
				\$0.00

**E.4.b. Staff Budget Justification** – Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3,000 characters).

**E.5.a. Mileage Budget** – Click “Add Row” below to identify the anticipated travel and mileage costs associated with activity implementation. The FY2026 State of Idaho mileage reimbursement is \$0.70 per mile, so please use this rate in your cost calculations.

Activity	Number of Sessions	Average Miles per Session	Total Mileage Cost
			\$0.00

**E.5.b. Mileage Budget Justification** – Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

E.6.a. **Other Budget** – Click “Add Row” below to identify any other anticipated budget costs necessary for activity implementation (i.e., equipment, supplies, contractual, etc.).

Anticipated Budget Items	Anticipated Budget Item Cost
	\$0.00

E.6.b. **Other Budget Justification** – Please detail and justify the need for the Other Budget expenses proposed in the table above. The budget description must demonstrate that the expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

**Total Funds Requested for Prescription Medication Misuse Prevention Strategies**

E.7. **Total Funds Requested** – Please enter the total amount of funds requested between the proposed Staff, Mileage, and Other Budgets.

\$0.00

## F. Illicit Opioid Misuse Prevention

Case Id: 30579

Name: Bannock County Sheriff's Office - 2025

Address: 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 2:03 PM

### F. Illicit Opioid Misuse Prevention

In application sections D-H, organizations can request funding for activities in five (5) different substance use categories - Alcohol Misuse & Underage Drinking Prevention, Prescription Drug Misuse Prevention, Illicit Opioid Misuse Prevention, Methamphetamine Use Prevention, and Youth Substance Use Prevention. The number of activities/categories an applicant requests funding for will not impact the likelihood of being awarded funds.

In the following section, please provide the requested planning, implementation, and budget information for requested funding for **Illicit Opioid Misuse Prevention activities**. If you DO NOT want to request any funds for activities in this category, scroll to the bottom and click "Complete & Continue" to move on to the next section. (70 Points Total for All Categories)

For more information on Planning and Implementation in the SPF, click [here](#).

## Illicit Opioid Misuse Prevention Strategies – Planning, Implementation, and Budget

### Illicit Opioid Misuse Prevention Activities – PLANNING

F.1. Activity Selection – What illicit opioid misuse prevention activities do you plan to implement? (check all that apply)

- Illicit Opioid Monitoring & Surveillance (i.e., analyzing data and conducting environmental scans to assess community vulnerabilities and identify high risk areas, collaborating with state and local partners to track trends in fentanyl and illicit opioid misuse)
- Distribution & Interdiction Enforcement (i.e., disrupting illicit opioid distribution, seizing illicit opioids)
- Multistakeholder Group Collaboration (i.e., partnering with state and local-level stakeholders to address opioid misuse and support prevention programs)
- Community Prevention & Education (i.e., community presentations, outreach, information dissemination, public awareness and education)
- Youth, Parent, Family, or Adult Programming (i.e., evidence-based/informed direct service programs with high-risk youth and/or adults)
- Training (i.e., in-person or virtual training related to illicit opioids and fentanyl)
- Other

If you selected "Other" please identify and provide a description of the activity here.

**F.2. Activity Justification** – Provide evidence that the activity(ies) you selected will address the identified substance misuse problems in your community. Cite data and research that will support your proposed activity(ies). You can find data source examples [here](#).

In 2021 3.6% of Idaho youth had reported taking more opioids than prescribed by a physician, while 1.2% stating using opioids that weren't prescribed by their physician. In Idaho the over dose rate of Opioids use rose 153% between the years of 2012 and 2022.

**Illicit Opioid Misuse Prevention Activities – IMPLEMENTATION**

**F.3. Activity Description and Action Plan** – Provide an outline of your proposed activity(ies) and how they will be implemented. What do you plan to do? How many sessions/activities will you implement? What are the locations for the activities? What are the start and completion dates/what is the anticipated timeline?

Bannock County Sheriff's Office will have dedicate law enforcement Deputies in the community patrolling youth gatherings such as juvenile parties, high school activities, sporting events for local high schools, and sites where youth hang out to interact. The Deputies will implement this during high events for local high schools in the community, this will try to be done at certain times during each month for the activity.

**Illicit Opioid Misuse Prevention Activities – BUDGET**

*The PFS-LE grant awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to activity implementation; (2) Mileage – which includes all mileage costs related to activity implementation; and (3) Other – which includes all equipment, supplies, contractual, and other costs related to activity implementation.*

**F.4.a. Staff Budget** – Click “Add Row” below to identify the staff, hours, and hourly rate for all staff that will be involved in activity implementation.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hours	Total Staff Budget
				\$0.00

**F.4.b. Staff Budget Justification** – Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3,000 characters).

**F.5.a. Mileage Budget** – Click “Add Row” below to identify the anticipated travel and mileage costs associated with activity implementation. The FY2026 State of Idaho mileage reimbursement is \$0.70 per mile, so please use this rate in your cost calculations.

Activity	Number of Sessions	Average Miles per Session	Total Mileage Cost
			\$0.00

**F.5.b. Mileage Budget Justification** – Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

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**F.6.a. Other Budget** – Click “Add Row” below to identify any other anticipated budget costs necessary for activity implementation (i.e., equipment, supplies, contractual, etc.).

Anticipated Budget Items	Anticipated Budget Item Cost
	\$0.00

**F.6.b. Other Budget Justification** – Please detail and justify the need for the Other Budget expenses proposed in the table above. The budget description must demonstrate that the expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

N/A

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**Total Funds Requested for Opioid Misuse Prevention Strategies**

**F.7. Total Funds Requested** – Please enter the total amount of funds requested between the proposed Staff, Mileage, and Other Budgets.

\$5,000.00

## G. Methamphetamine Use Prevention

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 2:13 PM

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### G. Methamphetamine Use Prevention

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In application sections D-H, organizations can request funding for activities in five (5) different substance use categories - Alcohol Misuse & Underage Drinking Prevention, Prescription Drug Misuse Prevention, Illicit Opioid Misuse Prevention, Methamphetamine Use Prevention, and Youth Substance Use Prevention. The number of activities/categories an applicant requests funding for will not impact the likelihood of being awarded funds.

In the following section, please provide the requested planning, implementation, and budget information for requested funding for **Methamphetamine Use Prevention activities**. If you DO NOT want to request funds for activities in this category, scroll to the bottom and click "Complete & Continue" to move on to the next section. (70 Points Total for All Categories)

For more information on Planning and Implementation in the SPF, click [here](#).

## Methamphetamine Use Prevention Strategies – Planning, Implementation, and Budget

### Methamphetamine Use Prevention Activities – PLANNING

G.1. Activity Selection – What methamphetamine use prevention activities do you plan to implement? (check all that apply)

- Methamphetamine Monitoring & Surveillance (i.e., analyzing data and conducting environmental scans to assess community vulnerabilities and identify high risk areas, collaborating with state and local partners to track trends in meth use and related incidents)
- Distribution & Interdiction Enforcement (i.e., disrupting meth distribution, seizing meth)
- Multistakeholder Group Collaboration (i.e., partnering with state and local-level stakeholders to address meth use and support prevention programs)
- Community Prevention & Education (i.e., community presentations, outreach, information dissemination, public awareness and education)
- Youth, Parent, Family, or Adult Programs (i.e., evidence-based/informed direct service programs with high-risk youth and/or adults)
- Training (i.e., in-person or virtual training related to meth use)
- Other

If you selected "Other" please identify and provide a description of the activity here.

**G.2. Activity Justification** – Provide evidence that the activity(ies) you selected will address the identified substance misuse problems in your community. Cite data and research that will support your proposed activity(ies). You can find data source examples [here](#).

In Idaho only 9% of high school students age 18 and older had ever used methamphetamine. Idaho's fentanyl death rate rose 978% between the years 2012 and 2022.

### **Methamphetamine Misuse Prevention Activities – IMPLEMENTATION**

**G.3. Activity Description and Action Plan** – Provide an outline of your proposed activity(ies) and how they will be implemented. What do you plan to do? How many sessions/activities will you implement? What are the locations for the activities? What are the start and completion dates/what is the anticipated timeline?

Bannock County Sheriff's Office will have dedicated law enforcement officers patrolling areas of the community looking for areas and gathering of Idaho students using illegal drugs such as methamphetamine and fentanyl. This will be done with law enforcement on a weekly to monthly basis in the community involving youth activities and events.

### **Methamphetamine Misuse Prevention Activities – BUDGET**

*The PFS-LE grant awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to activity implementation; (2) Mileage – which includes all mileage costs related to activity implementation; and (3) Other – which includes all equipment, supplies, contractual, and other costs related to activity implementation.*

**G.4.a. Staff Budget** – Click “Add Row” below to identify the staff, hours, and hourly rate for all staff that will be involved in activity implementation.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hourse	Total Staff Budget
				\$0.00

**G.4.b. Staff Budget Justification** – Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3,000 characters).

N/A

**G.5.a. Mileage Budget** – Click “Add Row” below to identify the anticipated travel and mileage costs associated with activity implementation. The SFY2026 State of Idaho mileage reimbursement is \$0.70 per mile, so please use this rate in your cost calculations

Activity	Number of Sessions	Average Miles per Session	Total Mileage Cost
			\$0.00

**G.5.b. Mileage Budget Justification** – Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the

activities. Limited to 350 words (or 3,000 characters).

**G.6.a. Other Budget** – Click “Add Row” below to identify any other anticipated budget costs necessary for activity implementation (i.e., equipment, supplies, contractual, etc.).

Anticipated Budget Items	Anticipated Budget Item Cost
	\$0.00

**G.6.b. Other Budget Justification** – Please detail and justify the need for the Other Budget expenses proposed in the table above. The budget description must demonstrate that the expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

**Total Funds Requested for Methamphetamine Misuse Prevention Strategies**

**G.7. Total Funds Requested** – Please enter the total amount of funds requested between the proposed Staff, Mileage, and Other Budgets.

\$4,000.00

## H. Youth Substance Use Prevention

Case Id: 30579

Name: Bannock County Sheriff's Office - 2025

Address: 5800 S. 5th Avenue , Pocatello , ID 83204

Completed by jfullmer@bannockcounty.gov on 12/16/2025 3:53 PM

### H. Youth Substance Use Prevention

In application sections D-H, organizations can request funding for activities in five (5) different substance use categories - Alcohol Misuse & Underage Drinking Prevention, Prescription Drug Misuse Prevention, Illicit Opioid Misuse Prevention, Methamphetamine Use Prevention, and Youth Substance Use Prevention. The number of activities/categories an applicant requests funding for will not impact the likelihood of being awarded funds.

In the following section, please provide the requested planning, implementation, and budget information for requested funding for **Youth Substance Use Prevention activities**. If you DO NOT want to request funds for activities in this category, scroll to the bottom and click "Complete & Continue" to move on to the next section.

For more information on Planning and Implementation in the SPF, click [here](#).

## Youth Substance Use Prevention Strategies – Planning, Implementation, and Budget

### Youth Substance Use Prevention Activities – PLANNING

H.1. Activity Selection – What youth substance use prevention activities do you plan to implement? (check all that apply)

- Access Restriction & Compliance Surveillance (i.e., conducting compliance checks or sting operations, enforcing age-restricted purchase laws, implementing shoulder tap operations)
- Youth Possession & Use Interventions (i.e., youth alcohol and drug impaired driving prevention, issuing citations or warnings, patrolling events or hotspots, collaborating with schools or referrals for at-risk students)
- Collaborative Prevention Partnerships (i.e., partnering with schools, coalitions, or state and local-level stakeholders to address youth substance use and support prevention programs)
- Community Prevention & Youth Education (i.e., implementing education programs, community presentations, outreach, information dissemination, public awareness and education)
- Data Monitoring (i.e., analyzing local data to identify youth substance use trends, mapping high-risk areas for targeted interventions, reporting data to support community assessments)
- Youth-focused Programming (i.e., evidence-based/informed direct service programs with youth)
- Training (i.e., in-person or virtual training related to youth substance use)
- Other

If you selected "Other" please identify and provide a description of the activity here.

**H.2. Activity Justification** – Provide evidence that the activity(ies) you selected will address the identified substance misuse problems in your community. Cite data and research that will support your proposed activity(ies). You can find data source examples [here](#).

The Bannock County Sheriff’s Office will have dedicated law enforcement personnel holding classes and training youth about making realistic decisions about substance abuse in the local community among our children. Identifying resources and a prevention method for the youth in the community and awareness of the harm for substance abuse of illegal drugs and alcohol. By hosting these classes and meetings it would give the youth of our community the awareness and misuse of substance abuse prevention techniques and resources in the community.

**Youth Substance Use Prevention Activities – IMPLEMENTATION**

**H.3. Activity Description and Action Plan** – Provide an outline of your proposed activity(ies) and how they will be implemented. What do you plan to do? How many sessions/activities will you implement? What are the locations for the activities? What are the start and completion dates/what is the anticipated timeline?

The Bannock County Sheriff’s Office will host trainings with dedicated Deputies speaking to youth in our area about substance abuse. Also our School Resource Officer will travel and speak at schools in our community about illegal drugs and alcohol. This would happen on a weekly to monthly basis in our county.

**Youth Substance Use Prevention Activities – BUDGET**

*The PFS-LE grant awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to activity implementation; (2) Mileage – which includes all mileage costs related to activity implementation; and (3) Other – which includes all equipment, supplies, contractual, and other costs related to activity implementation.*

**H.4.a. Staff Budget** – Click “Add Row” below to identify the staff, hours, and hourly rate for all staff that will be involved in activity implementation.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hourse	Total Staff Budget
				\$0.00

**H.4.b. Staff Budget Justification** – Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3,000 characters).

N/A

**H.5.a. Mileage Budget** – Click “Add Row” below to identify the anticipated travel and mileage costs associated with activity implementation. The SFY2026 State of Idaho mileage reimbursement is \$0.70 per mile, so please use this rate in your cost calculations

Activity	Number of Sessions	Average Miles per Session	Total Mileage Cost
			\$0.00

**H.5.b. Mileage Budget Justification** – Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

N/A

**H.6.a. Other Budget** – Click “Add Row” below to identify any other anticipated budget costs necessary for activity implementation (i.e., equipment, supplies, contractual, etc.).

Anticipated Budget Items	Anticipated Budget Item Cost
	\$0.00

**H.6.b. Other Budget Justification** – Please detail and justify the need for the Other Budget expenses proposed in the table above. The budget description must demonstrate that the expenses are reasonable, necessary, and allocable to the activities. Limited to 350 words (or 3,000 characters).

N/A

**Total Funds Requested for Youth Substance Use Prevention Strategies**

**H.7. Total Funds Requested** – Please enter the total amount of funds requested between the proposed Staff, Mileage, and Other Budgets.

\$3,000.00

## I. Evaluation

Completed by [jfullmer@bannockcounty.gov](mailto:jfullmer@bannockcounty.gov) on 12/16/2025 4:13 PM

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

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### I. Evaluation

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Evaluation involves examining both the process and the outcomes of prevention programs and practices to enhance and improve prevention efforts. It is the systematic collection and analysis of information about prevention activities to reduce uncertainty, improve effectiveness, and guide decision-making. To learn more about Evaluation in the SPF, click [here](#).

Please provide the following information. (15 Points Total)

**I.1. Describe the difference you expect your proposed activities to make in your community. Consider the substance misuse problems you previously identified and how you think the implementation of the activities you have selected will fit your community's needs and address the identified issues. Additionally, please share what evaluation tools and methods you plan to utilize to measure the activity impacts and outcomes.**

The Bannock County Sheriff's Office will assess the nature and extent of both substance abuse and related harmful behaviors in the community. By assessing what substance misuse problems, how often these misuse problems are occurring and which ones are happening the most, where are these substance abuse misuse problems occurring (home, school, youth parties, families etc.), and who is experiencing most of these misuse problems. The risk factors and protective factors of this problem in our community. To inform the community and youth the prevention and availability for resources in our area.

**I.2. If applicable, please share if you have implemented prevention activities in the past. If so, did you do any form of process of outcome evaluation to understand the outcomes? Did the efforts produce positive results? If available, cite outcome data, from prior years and/or efforts.**

The Bannock County Sheriff's Office has hosted trainings and classes with the youth in our area at the Sheriff's Office as well as traveling to local schools to teach awareness of alcohol and illicit drugs to our community.

## Submit

Completed by [jfullmer@bannockcounty.gov](mailto:jfullmer@bannockcounty.gov) on 12/17/2025 7:47 AM

**Case Id:** 30579

**Name:** Bannock County Sheriff's Office - 2025

**Address:** 5800 S. 5th Avenue , Pocatello , ID 83204

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## Submit

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Please provide the following information.

I, the Applicant and/or PFS-LE Program Administrator, am over 18 years of age, and assure the following:

- A. Assurance of Compliance with Record Keeping/Data Collection Standards – If any grant funds are awarded pursuant to this application, the Applicant organization will maintain detailed records on all PFS-LE grant funded activities, which indicate the date, time, number of participants and nature of services delivered under the grant award. Furthermore, the Applicant organization will maintain detailed records related to all activities reimbursed/paid for by grant funds and included in reimbursement requests. ODP has the right to audit grantee payments and reimbursement requests both before and after payment and to contest any billing or portion thereof. Additionally, the Applicant will comply with evaluation data collection requirements on all projects and submit that data to ODP via grant activity reports. These records shall be subject to inspection by ODP.**
- B. Assurance of Compliance with Parental Consent Policy – All activities conducted by the Applicant organization with awarded grant funds to provide services to minors will comply with the Parental Consent Policy ([found here](#)). All applicable staff will be fully informed of and will abide by the policies and requirements set forth therein.**
- C. Assurance of Compliance with Substance Abuse Prevention Charitable Choice Policy – All applicant organizations will review the Substance Abuse Prevention Charitable Choice Policy ([found here](#)) and understand the Federal Regulations regarding faith-based organizations delivering federally funded substance abuse prevention services.**
- D. Assurance of Compliance with Idaho State Laws – If any grant funds are awarded pursuant to this application, the Applicant organization will abide by all State laws, rules, regulations, and executive orders of the Office of the Governor, pertaining to equal opportunity. Pursuant to all such laws, rules, regulations, and executive orders, the applicant assures ODP that no person in the State of Idaho shall, on grounds of race, color, religion, sex, national origin, age, or disability, be excluded from employment with or participation in, be denied the benefit of, or be otherwise subjected to discrimination under any activity performed under a grant award entered into pursuant to this application.**
- E. Assurance of Compliance with Federal Laws, Regulations, and Policies Regarding Lobbying and Supplanting – If any grant funds are awarded pursuant to this application, the Applicant assures ODP that it will comply with all applicable federal laws, regulations, and policies governing the use of federal grant funds, including but not limited to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200), the Anti-Lobbying Act (18 U.S.C. § 1913), and the Byrd Amendment (31 U.S.C. § 1352). The Applicant**

Printed By: Jeff Fullmer on 12/17/2025

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agrees that no federal funds provided under a grant award pursuant to this application will be used for lobbying activities, including attempts to influence legislation, elections, or government officials, or to encourage grassroots lobbying efforts. The Applicant further assures that any federal funds provided via a grant award pursuant to this application will be used to supplement, and not supplant, funds from other federal, state, or local sources. Supplanting occurs when a recipient uses federal grant funds to replace existing non-federal funds, thereby reducing the recipient's financial commitment to a program or activity. Federal funds are intended to supplement (add to) existing resources, not substitute for them. The Applicant will maintain accurate records to demonstrate compliance and will promptly disclose any lobbying activities funded with non-federal funds as required by federal law. Failure to comply with these requirements may result in termination of this agreement, repayment of funds, or other penalties as prescribed by law.

**THEREFORE**, to be eligible for and as a condition of this grant award, I agree to the following:

The five assurances acknowledged above will be effective at the time a Grant Award Agreement is signed between the Grantee and Office of Drug Policy, and will remain in effect for the grant term for which funding is being sought.

By typing my name in the indicated field below, I hereby certify that all of the information submitted in this application is true, accurate and complete. I understand that transactions and/or signatures in records may not be denied legal effect solely because they are conducted, executed, or prepared in electronic form, and that if a law requires a record or signature to be in writing, an electronic record or signature satisfies that requirement.

**Signature**

Lt. Jeff Fullmer

*Electronically signed by jfullmer@bannockcounty.gov on 12/17/2025 7:46 AM*

**Date**

12/17/2025

## 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:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

signature on FY25 vessel report

Date of meeting being requested:

12/23/2025

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:



**COUNTY VESSEL FUND REPORTING and REMITTANCE FORM**  
**Idaho Department of Parks and Recreation**

\_\_\_\_\_ Bannock \_\_\_\_\_ County

Our **County Vessel Fund** has been reconciled for fiscal year 2025. The remittance amount has been calculated as follows:

A) Beginning Balance for County Vessel Fund	\$ <u>15,346.03</u>
B) Boat Registration Revenue	\$ <u>31,982.18</u>
C) Boat Safety Grant Revenue	\$ _____
D) Other Revenue	\$ _____
E) All Vessel Fund Expenditures	(\$ <u>25,888.36</u> )
F) Transfers	\$ _____
G) Ending Balance County Vessel Fund	\$ <u>21,439.85</u>

Pursuant to Idaho Code 67-7013(8), if the amount on line G is greater than the amount on line B, the difference shall be remitted to IDPR for deposit into the State Vessel Account, no later than thirty (30) days from the date this form is completed. Or, the county must complete the attached "Request for Retention of County Vessel Funds" form, specifying the amount of funds to be retained, the purpose for which the funds will be utilized, and the date when the funds will be expended.

\_\_\_\_\_  
 County Clerk

Dated: 12/23/25

You may email the completed form to: [Tonya.Watson@idpr.idaho.gov](mailto:Tonya.Watson@idpr.idaho.gov)  
 Or mail to:

Idaho Department of Parks and Recreation  
 Attention: Tonya Watson, Financial Specialist  
 5657 Warm Springs Avenue  
 Boise ID 83716  
 Phone: 208-514-2465



**REQUEST FOR RETENTION OF COUNTY VESSEL FUNDS**  
**Idaho Department of Parks and Recreation**

Bannock County hereby provides notice of intent to retain surplus moneys in the County Vessel Fund from fiscal year 2025.

Amount: \$ 21,439.85

Nature of the specific purpose expenditure:  
(Please include plans, specifications, and bids if available. Use additional pages if necessary.)

Bannock County will continue to utilize monies held to make improvements and maintain the Bannock County Wellness complex reservoir. This reservoir provides a habitat for fish and wildlife, provides recreation for our citizens to fish, swim and utilize small nonmotorized watercraft. Any funds not utilized at this facility will be used in a cooperative effort with neighboring entities to increase access to the Portneuf River or other waterways where Bannock County residents recreate.

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Date funds will be completely expended: Fiscal years 2026 and 2027

I hereby certify that resolution approving the specific purpose expenditure above, and this "Request for Retention of County Vessel Funds" form have been adopted by the Board of County Commissioners of Bannock County, and that I am duly authorized to execute this form.

\_\_\_\_\_  
Chairman, Board of County Commissioners

Dated: 12/23/25



**COUNTY VESSEL FUND FORM**  
**Idaho Department of Parks and Recreation**

\_\_\_\_\_ Bannock \_\_\_\_\_ County

Beginning Fund Balance \$ 15,346.03

**Revenue:**

Vessel Registration \$ 31,982.18

Boat Safety Grant \$ \_\_\_\_\_

Other Revenue (i.e. Donations) \$ \_\_\_\_\_

Total Revenue \$ 31,982.18

**Expenditures:**

Law Enforcement \$ \_\_\_\_\_

Education \$ \_\_\_\_\_

Administration \$ \_\_\_\_\_

Navigational Aids \$ \_\_\_\_\_

Access \$ 25,888.36

Total Expenditures \$ \_\_\_\_\_

Ending Fund Balance \$ 21,439.85

  
 \_\_\_\_\_  
 County Clerk

Dated: 12/23/25

You may email the completed form to: [Tonya.Watson@idpr.idaho.gov](mailto:Tonya.Watson@idpr.idaho.gov)  
 Or mail to:

Idaho Department of Parks and Recreation  
 Attention: Tonya Watson, Financial Specialist  
 5657 Warm Springs Avenue  
 Boise ID 83716  
 Phone: 208-514-2465

In the Matter of AUTHORIZING THE )  
DESTRUCTION OF RECORDS )

R.S. No. 2025-89  
December 23, 2025

**RESOLUTION**

WHEREAS, Idaho Code §31-871 requires the Board of County Commissioners to authorize destruction of records that are not required as permanent records and that have met the minimum retention period provided by the retention schedules and are no longer required by law or for county business; and

WHEREAS, the Commissioners' Office has requested destruction of records that have exceeded their minimum retention according to the retention schedule, or have been scanned and saved to a permanent location; and

WHEREAS, Idaho Code §31-871(2) states records may only be destroyed by resolution of the Board of County Commissioners after regular audit and upon the advice of the prosecuting attorney;

NOW, THEREFORE, BE IT RESOLVED that the Commissioners' Office is authorized to destruct the original paper records listed below:

- 2000: Indigent records, Juvenile training documents, Planning miscellaneous documents, procurement documents, tort claims, and GIFF records
- 2003: miscellaneous Planning documents, Indigent, Fire District, Juvenile, property, and Fair Board agendas
- 2005: Veterans

and that such destruction occur under the supervision of the Bannock County Clerk.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk

In the Matter of APPROVING )  
TAX CANCELLATION REQUESTS )

R.S. No. 2025-90  
 December 23, 2025

**RESOLUTION**

WHEREAS, requests for cancellation of taxes were considered on December 16, 2025; and

WHEREAS, these cancellation requests have been reviewed pursuant to Idaho Code §§63-711, 63-1302, 63-1303 and 63-1304;

NOW, THEREFORE, BE IT RESOLVED that the County Tax Collector, Jennifer Clark, is hereby authorized and directed to cancel the following on the tax rolls as listed by year:

- (1) At the request of Assessor Anita Hymas, in a letter dated December 16, 2025, for cancellation of **market value** for the **2024 and 2025** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
<b>2025</b>			
MHMHPHC002001	Kugler, Terri	Cat 65 missing H for HEX	\$14,130
RPRPCR2000301	City of Pocatello	Acquired by City of Pocatello	\$19,750
RPRPTH1000100	Salvation Army	Correction from Non-Profit Exemption	\$319,234
RPRPPOC124800	Central Christian Church	BOCC Exemption not applied	\$204,532
RPRPPOC025400	Brown, William	HEX should be 100%	\$48,159
<b>2024</b>			
MHMHOHC002001	Kugler, Terri	Cat 65 missing H for HEX	\$17,945

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 December 16 and 18, 2025, as approved during the meeting of December 23, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST:

\_\_\_\_\_  
Jason C. Dixon, Clerk



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Tuesday, December 16, 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 (9:09 am) Attorney Jonathan Radford

### Agenda Details

AGENDA	
	Regular Business and Claims Meeting (action items)
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Anita Hymas, Assessor, requesting signature on a 2024 and 2025 Property Tax Roll (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Ashley Bringham, D6 Treatment, regarding signature on Independent Contractor Agreement for Professional or Consultant Services (requested 10 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Heather Studley, GIS, providing a GIS update</li> </ul>
5	<p><b>RESOLUTIONS AND ORDINANCES (action items):</b></p> <p>Resolution No. 2025-88 Approving Tax Cancellation Requests            County Ordinance 2025-07 City of Arimo Area of Impact            County Ordinance 2025-08 City of Chubbuck Area of Impact            County Ordinance 2025-09 City of Downey Area of Impact            County Ordinance 2025-10 City of Inkom Area of Impact            County Ordinance 2025-11 City of Lava Hot Springs Area of Impact            County Ordinance 2025-12 City of McCammon Area of Impact            County Ordinance 2025-13 City of Pocatello Area of Impact</p>
6	<p><b>SIGNATURE ONLY (action items):</b></p> <p>Memo to Dispose Documents            Sharp Performance</p>
7	<p><b>CONSENT AGENDA (action items):</b></p> <ul style="list-style-type: none"> <li>Manual Checks</li> <li>Alcohol Licenses and Catering Permits</li> <li>Certificate of Residency Approval</li> <li>Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>Mileage and Travel Approvals</li> <li>Minutes: Approval of and signature on certification for meeting minutes for December 9 and 11, 2025</li> </ul>
8	Bid Opening for Request for Services for Lava Ranches Fuel Reduction Phase 2 (action item)
9	Interview for Snow Groomer Committee with Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)
10	Meeting to discuss renewable energy

11 Quarterly Jail Inspection (potential action items)

**NOTE:** This meeting will be held at 5800 S. 5th Ave., Pocatello, Idaho

## Meeting Notes

- 1 9:01 AM Hough called the meeting to order. There were no indigent cases.
- 2 9:01 AM Chief Deputy Assessor Randy Hobson appeared to review tax cancellation requests. Moser moved to approve the requests. The motion passed.
- 3 9:02 AM Trial Court Administrator Jason Dye also appeared and requested an agreement with Idaho Department of Juvenile Corrections. Bullock moved to approve the agreement with IDJC. The motion passed.
- 4 9:03 AM Studley gave department updates.
- 5 9:17 AM Moser moved to approve Resolution 2025-88. The motion passed. Bullock moved to approve Ordinance Numbers 2025-07, 08, 09, 10, 11, 12, and 13. The motion passed.
- 6 9:19 AM Hough moved to approve the memo to dispose of documents. The motion passed.  
9:20 AM Bullock moved to approve the contract with Sharp Performance. The motion passed.
- 7 9:21 AM Moser moved to approve the consent agenda. The motion passed.
- 8 10:00 AM Chief Procurement Office Shanda Crystal appeared. Hough reviewed the solicitation for Lava Ranches Fuel Reduction Phase 2. The bids were unsealed. Crystal explained the project will use grant funds so the bidders were asked for the number of acres that could be treated for that dollar amount. Charity Staggs from SICOG appeared. Hough reviewed responses from:
  - Retroscape LLC 137.44 acres
  - Absolute Forestry LLP 205 acres
  - Bob McKee Construction 47 acres
  - CR Fence Company LLC 91 acres10:03 AM Moser moved to accept the proposals for review. The motion passed
- 9 10:04 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.  
10:22 AM Moser moved to exit executive session. The motion passed. Moser moved to appoint Tad Bybee to the Snow Grooming Board. The motion passed.
- 10 1:30 PM Planning and Development Director Hal Jensen, Assistant Director Tristan Bourquin, Aaron Menenberg and Scott Risley were present. Hough explained the purpose of the meeting was to learn about battery energy storage systems.  
Menenberg explained they were here to educate. He represents Renewable Northwest, a 501 non-profit that represents energy interests of the northwest states. A presentation was shown and included information on power production, supply, peak hours, and capacity planning for growth.  
1:34 PM Risley, Senior Director of Development for RWE explained batteries, storage, consumption, and generation.
- 11 3:03 PM Clerk Jason Dixon, Captain Lyle Thurgood, Lt. Kasey Johnson, and Lt. Jayson Clark were also present. Discussion ensued regarding the general state of the jail. Dixon began reading the quarterly jail inspection questionnaire. 3:09 PM The group toured the facility. 3:38 PM The tour concluded and Dixon concluded the questions from the questionnaire. 3:40 PM Chief Deputy Alex Hamilton joined the meeting. Discussion included low population numbers, new plate scanners and cameras, Sheriff notification app, and the new intercom system. 3:47 PM Hough adjourned the meeting.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Tax cancellation requests were granted.	Assessor/Treasurer/Resolution
Agreement with IDJC for D6 services was approved.	Clerk
Resolution 2025-88 Approving Tax Cancellation Requests, and Ordinances 2025-09 City of Downey Area of Impact, 2025-10 City of Inkom Area of Impact, 2025-11 City of Lava Hot Springs Area of Impact, 2025-12 City of McCammon Area of Impact, 2025-13 City of Pocatello Area of Impact, 2025-07 City of Arimo Area of Impact, and 2025-08 City of Chubbuck Area of Impact were passed.	Clerk/Publish
Contract with Sharp Performance was approved.	Sheriff
Authorized destruction of documents.	Resolution
Consent agenda items were approved.	Auditing/Clerk
Proposals for Lava Ranches Fuels Reduction Phase 2 were accepted for review from Retroscape LLC, Absolute Forestry LLP, Bob McKee Construction, and CR Fence Company LLC.	Procurement/OEM
Executive session was held to consider personnel matters.	Clerk
Tadd Bybee was appointed to the Snow Groomer Board.	Commission



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Thursday, December 18, 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	
	Business and Claims Meeting (action item)
	<b>Work Session Agenda:</b>
1	<ul style="list-style-type: none"> <li>Commissioners seeking to discuss a property issue with possible Executive Session under Idaho Code §74-206(1)(d) to consider records that are exempt from disclosure as provided in <a href="#">chapter 1, title 74</a>, Idaho Code with potential action following adjournment of Executive Session (requested 10 minutes) (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Kevin Sonico, Idaho Transportation Department, seeking signature on a Cooperative Agreement (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Daniel Kendall, Chief Building Officer, providing a monthly facilities update</li> </ul>
4	<ul style="list-style-type: none"> <li>Emma Iannacone, Public Information Officer, reviewing 2025 Household Hazardous Waste Season (requested 5 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li><b>(AMENDED to make potential Executive)</b> Scott Crowther, Event Center/Wellness Complex, seeking to discuss a letter from the Idaho Department of Water pertaining to the potential Curtailment for Ground Water Rights Junior to August 15, 1952 and how to move forward with possible Executive Session under Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (requested 10 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li>Kiel Burmester, Public Works, seeking review of and signature on Cooperative Forest Road Agreement (requested 5 minutes) (action item)</li> </ul>
7	<ul style="list-style-type: none"> <li>Kristi Klauser, Auditing, request to sign lease documents for landfill compactor; sales agreement was signed on 11/20/25 (requested 5 minutes) (action item)</li> </ul>
8	<b>Claims Agenda:</b> <ul style="list-style-type: none"> <li>Board of Ambulance District: Invoices and Commissioner Report</li> <li>Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>Payroll Report</li> <li>Alcohol Licenses and Permits</li> <li>Certificate of Residency Approval</li> <li>Mileage Reimbursement Requests</li> <li>Technology Request Form</li> <li>Memorandum Authorization for Accounts Payable</li> </ul>

	<ul style="list-style-type: none"> <li>• Cardholder User Agreement and Authorization</li> </ul>
9	Bid Opening for Request for Qualifications for Master Planning Services (action item)

## Meeting Notes

- 1 9:01 AM Hough called the meeting to order. Moser moved to approve the amended agenda. The motion passed.
- 2 9:01 AM Lexi Jorgenson appeared and requested a cooperative agreement for the Park Lawn to Siphon project. Highway 91 is being widened and ITD needs this permission to tie in Briscoe Road. 9:02 AM Public Works Director Kiel Burmester appeared and recommended approving the agreement as that section is under state jurisdiction. Moser moved to approve the agreement. The motion passed.
- 3 9:04 AM Kendall gave department updates.
- 4 9:12 AM Management Assistant Aubri Lewis and Landfill Manager Dillon Evans also appeared. Iannacone gave updates on the past year for the Hazardous Waste Days.
- 5 9:34 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(d) and (f) to consider records that are exempt from disclosure and communicate with legal counsel on two separate issues. The motion passed by roll call vote. 10:12 AM Hough moved to exit executive session. The motion passed.
- 6 9:25 AM Chris Colt with the Forest Service also appeared. Burmester reviewed this is the five year agreement to work together. Moser moved to approve the agreement. The motion passed.
- 7 9:33 AM Klauser reviewed the lease documents. Hough moved to approve the lease. The motion passed.
- 8 10:16 AM Bullock moved to approve the items on the consent agenda. The motion passed.
- 9 10:12 AM Procurement Officer Shanda Crystal appeared. Hough reviewed the solicitation for Master Planning RFQ. The bids were unsealed. Hough read responses were received from:
  - Breckon Land Design
  - FFKR Architects
  - Heco Engineers
  - Rodney Evans + Partners
  - SZABO Landscape Architecture
 Moser moved to accept the responses for review. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Agenda amendment accepted.	Clerk
Cooperative Agreement entered with ITD for Hwy 91 widening project.	Public Works
Executive sessions held to communicate with legal counsel and for consideration of exempt records.	Clerk
Cooperative Forest Road Agreement approved.	Public Works
Lease documents signed for landfill compactor.	Landfill/Auditing
Consent agenda items approved.	Clerk/Auditing
Qualifications responses accepted for review from Beckon Land Design, FFKR Architects, Heco Engineers, Rodney Evans + Partners, and SZABO Landscape Architecture on Master Planning Services.	Procurement/Parks & Rec