



BANNOCK COUNTY COMMISSIONERS' – MEETING

Commissioners' Agenda

The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1), Jeff Hough (District 2, Chair), and Ken Bullock (District 3). The BOCC generally meets twice weekly: Tuesdays & Thursdays at 9:00 a.m. Unless otherwise noted, meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho. During these public meetings, the BOCC may approve contracts, expend funds, hear testimony, make decisions on land use cases, and take care of other County matters.

Times are subject to change within 15 minutes of the stated time.

Friday, January 30, 2026

10:15 AM Work Session and Claims Meeting (action items) **Work Session Agenda:**

BOARD OF AMBULANCE DISTRICT

- Request to Write-off Balance of Deceased Patient Accounts (action item)

BOARD OF COUNTY COMMISSIONERS

- Charity Staggs, SICOG, presenting completed rating and recommending a contractor for the Lava Ranches Phase 2 Contractor award (requested 5 minutes) (action item)
- Hal Jensen, Planning and Development, providing a monthly Planning and Development update (requested 10 minutes) (potential action item)
- Dan Kendall, Buildings and Grounds, requesting to use the Bannock County Exhibit Hall for a wedding reception (requested 5 minutes) (action item)
- Discussion pertaining to locking system on the Bannock County Exhibit Hall door(s) (requested 10 minutes) (action item)
- Discussion pertaining to a generator (requested 5 minutes) (action item)
- Discussion pertaining to the America250 Celebration and Bannock County's part in it. Funding for America's 250th anniversary celebrations was approved in the FY26 budget from 110109 42400 (requested 10 minutes) (action item)

- Matthew K. Phillips, Human Resources and Risk Management, requesting to discuss personnel approval request with possible Executive Session under Idaho Code §74-206(1)(a) and (b) regarding personnel with potential action following adjournment of Executive Session (requested 5 minutes) (action item)

Claims Agenda:

- Board of Ambulance District: Invoices and Commissioner Report
- Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Payroll Report
- Alcohol Licenses and Permits
- Certificate of Residency Approval
- Mileage Reimbursement Requests
- Technology Request Form
- Memorandum Authorization for Accounts Payable
- Cardholder User Agreement and Authorization

Bannock County Ambulance District

Billing and Collections

408 E. Whitman

Pocatello, ID 83201

208-234-6200

Date: January 21, 2026

To: Board of County Commissioners

Re: Request to Write-off Balance on Deceased Patient Accounts

The Bannock County Ambulance District would like to present the following list of accounts for deceased patients to request the Board's permission to write-off the remaining balance due.

Number of Accounts: 32

Total Balance Due: \$ 7,342.92

All patients on the attached list are deceased and no others means of payment for the Emergency Medical Services received have been identified. Collection efforts by the Bannock County Ambulance District have been exhausted.

BANNOCK COUNTY COMMISSIONERS

Chairman

Commissioner

Commissioner 1-30-2026

Call Detail

Deceased Pt Schedule

| <u>Call No</u> | <u>Lg Rk Pat No</u> | <u>Patient Account Name</u> | <u>Call Date</u> | <u>Current Payor</u> | <u>Charges</u> | <u>Credits</u> | <u>Balance</u> |
|----------------------|---------------------|-----------------------------|------------------|----------------------|-----------------|-----------------|----------------|
| 2024-4339 | 1 A 86042 | ██████████ | 06/19/2024 | PRIVATE (SELF PAY) | 797.50 | 547.50 | 250.00 |
| 2024-6241 | 1 A 86640 | ██████████ | 08/31/2024 | PRIVATE (SELF PAY) | 504.20 | 0.00 | 504.20 |
| 2024-6867 | 1 A 87868 | ██████████ | 09/26/2024 | PRIVATE (SELF PAY) | 926.20 | 803.44 | 122.76 |
| 2024-7245 | 1 A 87456 | ██████████ | 10/10/2024 | PRIVATE (SELF PAY) | 863.60 | 688.60 | 175.00 |
| 2024-7430 | 1 A 12258 | ██████████ | 10/17/2024 | PRIVATE (SELF PAY) | 710.60 | 627.40 | 83.20 |
| 2024-7745 | 1 A 87445 | ██████████ | 10/30/2024 | PRIVATE (SELF PAY) | 1139.00 | 996.00 | 143.00 |
| 2024-7805 | 1 A 87224 | ██████████ | 11/02/2024 | PRIVATE (SELF PAY) | 874.80 | 764.91 | 109.89 |
| 2024-7870 | 1 A 79077 | ██████████ | 11/05/2024 | PRIVATE (SELF PAY) | 663.00 | 387.80 | 275.20 |
| 2024-7902 | 1 A 67224 | ██████████ | 11/06/2024 | PRIVATE (SELF PAY) | 749.80 | 655.51 | 94.29 |
| 2024-8243 | 1 A 88727 | ██████████ | 11/19/2024 | PRIVATE (SELF PAY) | 689.60 | 603.00 | 86.60 |
| 2024-8262 | 1 A 67224 | ██████████ | 11/20/2024 | PRIVATE (SELF PAY) | 1225.80 | 1071.71 | 154.09 |
| 2024-8332 | 1 A 88804 | ██████████ | 11/22/2024 | PRIVATE (SELF PAY) | 824.40 | 649.40 | 175.00 |
| 2024-8477 | 1 A 11343 | ██████████ | 11/28/2024 | PRIVATE (SELF PAY) | 695.20 | 607.89 | 87.31 |
| 2024-8603 | 1 A 88804 | ██████████ | 12/03/2024 | PRIVATE (SELF PAY) | 824.40 | 649.40 | 175.00 |
| 2024-8633 | 1 A 85441 | ██████████ | 12/05/2024 | PRIVATE (SELF PAY) | 817.40 | 714.85 | 102.55 |
| 2024-8768 | 1 A 89097 | ██████████ | 12/10/2024 | PRIVATE (SELF PAY) | 863.60 | 0.00 | 863.60 |
| 2024-8922 | 1 A 89207 | ██████████ | 12/16/2024 | PRIVATE (SELF PAY) | 823.00 | 724.20 | 98.80 |
| 2024-9211 | 1 A 89385 | ██████████ | 12/26/2024 | PRIVATE (SELF PAY) | 828.60 | 528.60 | 300.00 |
| 2024-9268 | 1 A 85441 | ██████████ | 12/28/2024 | PRIVATE (SELF PAY) | 804.80 | 703.85 | 100.95 |
| 2024-9315 | 1 A 89454 | ██████████ | 12/29/2024 | PRIVATE (SELF PAY) | 801.60 | 546.60 | 255.00 |
| 2024-9297 | 1 A 67224 | ██████████ | 12/29/2024 | PRIVATE (SELF PAY) | 1217.40 | 1064.39 | 153.01 |
| 2025-0077 | 1 A 89604 | ██████████ | 01/04/2025 | PRIVATE (SELF PAY) | 663.00 | 450.93 | 212.07 |
| 2025-0244 | 1 A 89668 | ██████████ | 01/11/2025 | PRIVATE (SELF PAY) | 817.40 | 562.40 | 255.00 |
| 2025-0655 | 1 A 89911 | ██████████ | 01/24/2025 | PRIVATE (SELF PAY) | 1139.00 | 0.00 | 1139.00 |
| 2025-0729 | 1 A 88998 | ██████████ | 01/26/2025 | PRIVATE (SELF PAY) | 866.40 | 548.65 | 317.75 |
| 2025-1099 | 1 A 68780 | ██████████ | 02/09/2025 | PRIVATE (SELF PAY) | 866.40 | 541.40 | 325.00 |
| 2025-1349 | 1 A 88998 | ██████████ | 02/19/2025 | PRIVATE (SELF PAY) | 869.20 | 757.05 | 112.15 |
| 2025-1509 | 1 A 90467 | ██████████ | 02/25/2025 | PRIVATE (SELF PAY) | 698.00 | 608.23 | 89.77 |
| 2025-1682 | 1 A 88998 | ██████████ | 03/03/2025 | PRIVATE (SELF PAY) | 869.20 | 597.42 | 271.78 |
| 2025-1720 | 1 A 20806 | ██████████ | 03/04/2025 | PRIVATE (SELF PAY) | 866.40 | 754.98 | 111.42 |
| 2025-1956 | 1 A 88998 | ██████████ | 03/13/2025 | PRIVATE (SELF PAY) | 869.20 | 757.42 | 111.78 |
| 2025-2245 | 1 A 20806 | ██████████ | 03/26/2025 | PRIVATE (SELF PAY) | 682.60 | 594.85 | 87.75 |
| Total For All | | | | 32 | 26851.30 | 19508.38 | 7342.92 |



| FOR COMMISSION OFFICE USE: | |
|----------------------------|------------|
| DATE _____ | TIME _____ |

Agenda Request Form

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

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

Name/Department: OEM/SICOG

Phone/Email: 208-233-4535

Item to be considered: Lava Ranches Phase 2 Contractor award

Informational background:

Presenting completed ratings and recommending contractor.

1. What meeting are you requesting? 1/27/26
2. How much time will be needed for this agenda item? 5 minutes or less
3. Is Commission action requested (decision, approval, signature, or guidance)? Approval
4. Does this request involve a contract, agreement, external funding source, or award acceptance? YES
5. What is the potential financial impact of this request? 0
6. Have all supporting documents been included with this form? NO
7. Will you be using presentation software or have other presentation needs? (if YES, provide presentation with this form) NO

8. Name and contact information for others who should be invited to attend:

Charity Staggs, Wes Jones, Shanda Crystal

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

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Requestor Name:

Hal Jensen

Department:

Planning and Development

Requestor Email:

halj@bannockcounty.gov

Item(s) to be considered:

Providing a monthly Planning and Development update

Date of meeting being requested:

01/30/2026

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:

Tristan Bourquin

BANNOCK COUNTY COMMISSIONERS

624 E. Center, Pocatello, ID 83201
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Requestor Name:

Dan Kendall

Department:

Buildings and Grounds

Requestor Email:

danielk@bannockcounty.gov

Item(s) to be considered:

Request to use Bannock County Exhibit Hall for a wedding reception

Date of meeting being requested:

01/30/2026

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:

Daniel Kendall

BANNOCK COUNTY COMMISSIONERS

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Requestor Name:

Commission

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Discuss locking system on Exhibit Hall door(s)

Date of meeting being requested:

01/30/2026

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:

Daniel Kendall



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Requestor Name:

Commission

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Discussion about generator

Date of meeting being requested:

01/30/2026

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:



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Requestor Name:

Kristi Davenport

Department:

Commission

Requestor Email:

kristid@bannockcounty.gov

Item(s) to be considered:

Discussion pertaining to the America250 Celebration and Bannock County's part in it. Funding for America's 250th anniversary celebrations was approved in the FY26 budget from 110109 42400.

Date of meeting being requested:

01/30/2026

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:

Jason Dixon, Emma Iannacone, Kristi Davenport

BANNOCK COUNTY COMMISSIONERS

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AGENDA REQUEST FORM

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E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Matthew K. Phillips / Human Resources & Risk Management

Item to be considered/background:

Personnel approval request with potential to enter executive session under personnel IC 74-206 (1) (a) and (b).

How much time will be needed? Meeting date requested:

5 minutes

1/30/26

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:

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

Commissioner Office Only:

Date: 1/30/26 Time: _____