



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, January 20, 2026
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, Attorney Jonathan Radford, and PIO Emma Iannacone

Agenda Details

AGENDA	
	Regular Business (action items)
	Agenda:
1	<ul style="list-style-type: none"> Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
2	<ul style="list-style-type: none"> Approval of and swearing in of Zane Robinson to the Snow Groomers Committee (action item)
3	<ul style="list-style-type: none"> Todd Mauger, Juvenile Justice, regarding approval of and signature on Site Agreement between Bannock County and Idaho State University (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Anita Hymas, Assessor, requesting signature on Value Cancellation Request (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Jonathan Radford, Prosecutor, seeking to discuss the 63-602nn Ordinance and value threshold (requested 15 minutes) (action item)
6	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2026-6 Authorizing the Destruction of Agreement Files
7	SIGNATURE ONLY (action items): Memo approving records to be disposed – Sheriff’s Office Memo approving records to be disposed – Commission Office
8	CONSENT AGENDA (action items): <ul style="list-style-type: none"> Manual Checks Alcohol Licenses and Catering Permits Certificate of Residency Approval Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session Mileage and Travel Approvals Minutes: Approval of and signature on certification for meeting minutes for January 13 and 15, 2026

Meeting Notes

- 9:00 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Lauu presented cremation applications for case numbers 20260010, 20260011 and 20260012. Moser moved to deny case 20260010 and approve case numbers 20260011 and 20260012. The motion passed.

- 2 9:02 AM Moser moved to approve Zane Robinson as a member of the snow grooming board. The motion passed. Robinson was administered an oath as a member of the Snow Groomers Committee.
- 3 9:04 AM Mauger reviewed a contract renewal for the site agreement with ISU for the AmeriCorps program that provides interns. The services and educational benefits from internship were discussed. Bullock moved to approve the AmeriCorps agreement. The motion passed.
- 4 9:10 AM Treasurer Jennifer Clark also appeared. Hymas reviewed the cancellation requests. Moser moved to approve the request from the Assessor. The motion passed.
- 5 9:15 AM Assessor Anita Hymas and Treasurer Jennifer Clark were present. Radford reviewed ordinances for tax exemptions on plant investments and requested authorization to draft an ordinance. Radford was directed to move forward.
- 6 9:26 AM Hough moved to approve Resolution 2026-6. The motion passed.
- 7 9:26 AM Moser moved to approve the memos to dispose of records for the Sheriff and Commission. The motion passed.
- 8 9:27 AM Moser moved to approve the items on the consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Cremation applications were approved for case numbers 20260011 and 20260012 and denied for 20260010.	Indigent
Zane Robinson was appointed to the Snow Groomers Committee.	Public Works
Site Agreement with ISU for AmeriCorps interns was approved.	Juvenile
Tax cancellation requests were approved.	Resolution
Ordinance for 63-602NN tax exemption to be drafted.	Legal
Resolution No. 2026-6 Authorizing the Destruction of Agreement Files was passed.	Clerk
Records were approved for destruction for the Sheriff and Commission offices.	Resolution
Consent agenda items were approved.	Clerk/Auditing/Resolution

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 Bannock County Clerk has the following agreements that have reached their expiration far beyond auditable requirements (a more detailed log is located on the County network at: agreements\$\files\server):

Contract End Years	Department/Category	
1984-1994	Ag Extension	Budgets, agreements
1984-1990	Ambulance	Intergovernmental, financing
1985-1992	Audit	Letters for audits
1985-1991	Bonds	Public official bonds
1983-1994	Building	Inspection agreements with cities
1984	CETA	Work program
1985-1987	County Property	Purchase/sale agreements
1983-1990	Courthouse	Elevator, energy projects, remodel, rent
1982	CWEP	Work program
1989-1991	Emergency 911	Permit, financing
1984-1991	Fairgrounds	Leases, maintenance, horse racing
1981-1984	BRMC/Hospital	Leases, rehab
1978-1981	Indigent	Insurance, ambulance, funeral homes
1978-1983	Insurance	Liability, health, auto
1975-1993	Landfill	Permits, feasibility, salvage, construction
1976-1989	Law Enforcement	Detention agreements, city enforcement agreements, forest service
1978-1990	Miscellaneous	Office equipment leases, construction, judges, addressing, mail
1974-1992	Road and Bridge	Bridge inspection agreements, UPRR agreement, ROW's, construction, equipment financing, gravel crushing
1975-1980	SICOG	Lease, feasibility pilot, IGA application
1973	Waterways	State agreement with multi-counties
1978-1986	Weeds	Operating plan, intergovernmental, forest services

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 Clerk is authorized to destruct the agreement records as listed 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

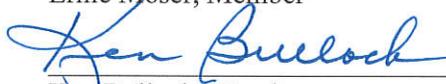
**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTES CERTIFICATION**

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 January 13 and 15, 2026, as approved during the meeting of January 20, 2026.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk