



## 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, February 17, 2026**

**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)
- Discussion about a Bannock County Tax Exemption Ordinance Pursuant to Idaho §63-602nn (potential action item)
- Karen Trumbull, Office of Emergency Management, requesting signature on Professional Services Contract for Technical Assistance Services (requested 10 minutes) (action item)
- Kristi Davenport, Commission Office, requesting approval of and signature on a Fairgrounds Contract with waived fees for the Idaho Association of Counties Spring County Officials Institute (requested 5 minutes) (action item)
- Kiel Burmester, Public Works, seeking Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 10 minutes) (action item)
- Jason Dixon, Clerk, seeking an Executive Session under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency with potential action following adjournment of Executive Session (requested 15 minutes) (action item)

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

Resolution No. 2026-12 Authorization and Order to Reallocate Funds

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

Public Hearing Notices

**SIGNATURE ONLY (action items):****CONSENT AGENDA (action items):**

- 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 February 10 and 12, 2026

**10:00 AM** Interview for Board of Community Guardians board with Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)



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

**ERNE 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 Hough

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Discussion about a Bannock County Tax Exemption Ordinance Pursuant to Idaho §63-602nn

Date of meeting being requested:

02/17/2026

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:

Anita Hymas, Randy Hobson, Jennifer Clark and Misty Katsilometes

**BANNOCK COUNTY ORDINANCE 2026-01**

Tax Exemption Ordinance Pursuant to Idaho Code §63-602nn

Title 18: Discretionary Tax Exemptions for Plant Investments

**18.01****AUTHORITY:**

WHEREAS, Idaho Code §§ 31-714, 31-801, 31-828, and 63-602nn allow the Board of County Commissioners of Bannock County ("Board") to exempt all or part of any increase in property tax value attributable to a "plant investment" as defined by Idaho Code § 63-602NN(2)(d), and

WHEREAS, the Idaho Legislature amended Idaho Code § 63-602NN to allow an ordinance which establishes a minimum plant investment amount of not less than five hundred thousand dollars (\$500,000.00) at all project sites within the county as one of the requirements in order for plant investment to qualify for the exemption, which became effective on July 1, 2017.

**18.02****PURPOSE:**

1. The purpose of this ordinance is to provide reasonable incentives for commercial and industrial development while providing adequate health, safety, and general welfare protections for the residents of Bannock County.
2. The Definitions set forth in Idaho Code § 63-602NN(2) are incorporated herein and shall apply to the provisions of this ordinance.
3. This ordinance is not intended to, and shall not be deemed to constitute a commitment to the taxpayer of any property tax exemption, which property tax exemption, if made, shall remain in the sole discretion of the Board.

**18.03****MINIMUM PLANT INVESTMENT AND REQUIREMENTS FOR APPROVAL**

The minimum investment amount for plant investments qualifying for the exemption allowed by this ordinance is hereby set at a minimum threshold of five hundred thousand dollars (\$500,000) as modified by section 18.04 of this ordinance.

Property tax exemptions granted by this ordinance shall be subject to the requirements of Idaho Code § 63-602NN(g) and the following criteria:

1. The applicant has demonstrated that "but for the incentive" the business would not locate in the County, and would locate in another locale.
2. The applicant has demonstrated that the plant investment will have the effect of creating jobs that pay competitive wages.

3. The applicant has demonstrated that the plant investment will result in significant direct and indirect benefits to the County.
4. The applicant agrees to all the terms and conditions imposed by the Board, including but not limited to job creation and job retention.
5. The applicant has demonstrated that the tax exemption is in the best interests of the residents of Bannock County.

#### **18.04**

##### **MINIMUM PLANT INVESTMENT TIERS**

The Board shall retain discretion to grant any percentage of tax exemption relative to a qualifying "plant investment" notwithstanding the provisions of this section for up to 5 years, so long as the Board finds in its discretion that such percentage of property tax exemption is in the best interests of the residents of Bannock County. In order to grant an exemption greater than that listed below, the Board must find that the application represents an "extraordinary," "unique," or "important" opportunity for the residents of Bannock County.

The Bannock County Board of County Commissioners finds that the following tiers shall serve as the general guidelines for the approval of property tax exemptions made pursuant to this ordinance.

Tier 1: Plant investments of \$500,000 to \$1,500,000, and creating at least 10 new jobs shall qualify for 40% for up to 5 years.

Tier 2: Plant investments of \$1,500,000 to \$3,000,000, and creating at least 20 new jobs shall qualify for 75% for up to 5 years.

Tier 3: Plant investments of \$3,000,000 or more, and creating at least 50 jobs shall qualify for up to 100% for up to 5 years.

#### **18.06.**

##### **APPLICATION, PUBLIC HEARING, & CONTRACT**

###### **18.06.01.**

No application shall be considered by the Board unless accompanied by a reasonably detailed project plan. An application may be submitted under a pseudonym, and aspects of an application or project plan containing trade secrets may be heard and reviewed in executive session pursuant to Idaho Code § 74-206(1)(d) & (e).

###### **18.06.02.**

The Board shall create, and make available to the public on the county's website, an application form that is consistent with this ordinance and Idaho Code § 63-602NN.

###### **18.06.03.**

Applications pursuant to this section shall be submitted the Board. Upon receipt, a designated of the Board shall either reject the application or accept it and submit the application for inclusion on the

agenda of a regular hearing of the Board in compliance with Idaho Code § 63-602NN(5). Applications may only be rejected if they are deficient. Upon rejection, the agent for the Board shall notify the applicant of the nature of the deficiency and instructions to cure the deficiency.

**18.06.04.**

Once accepted by the agent for the Board, an application will initiate final negotiations and preparation of documents that will be necessary for the Board to consider and approve or deny the exemption. All exemptions granted under this ordinance shall be discretionary with the Board, and the applicant will bear the burden of demonstrating to the Board that the requested exemption is in the best interests of the residents of Bannock County and consistent with the criteria set forth in section 18.03 of this ordinance. Applicants must be prepared to have their identity made public once the public meeting is scheduled.

All property tax exemptions granted by the Board pursuant to this ordinance and the provisions of Idaho Code 63-602NN shall be memorialized in a contract pursuant to Idaho Code § 63-602NN(3) reflecting the following:

1. The amount of property tax exemption granted.
2. The period of years for which exemption is granted.
3. The conditions upon which it is granted, including job creation and retention.
4. Any annual, quarterly, or periodic reporting required by the Board.
5. In any event, the contract shall require annual approval pursuant to Idaho Code §§ 63-602NN(3) & 63-602(3).
6. The contract shall specify that failure to comply with the conditions set forth by the Board shall constitute breach of contract and shall allow the Board to withdraw from the contract unilaterally.



BANNOCK COUNTY COMMISSIONERS  
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## Business Meeting Agenda Request Form

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Requestor Name:

Karen Trumbull

Department:

Office of Emergency Management

Requestor Email:

ktrumbull@bannockcounty.gov

Item(s) to be considered:

2026 Contract with Southeast Idaho Council of Governments for professional services.

Date of meeting being requested:

02/17/2026

Time requested:

10 Minutes

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

Contract

Contract/Agreement Begin Date:

02/17/2026

Contract/Agreement End Date:

09/30/2026

List of additional attendees:

Charity Staggs

**Professional Services Contract**  
**Bannock County Technical Assistance Services**

This contract is entered into this 2/17/26, by and between the Bannock County, with its principal address of business at 624 E Center St. Pocatello, ID 83201 herein referred to as "BANNOCK COUNTY" and Southeast Idaho Council of Governments (SICOG), whose address is 214 East Center, Pocatello, ID, 83201 herein referred to as "SICOG", Witnesseth:

Whereas, BANNOCK COUNTY desires to engage SICOG to provide certain services as described in the "Scope of Work" section of this contract and hereinafter referred to as "TECHNICAL ASSISTANCE", and SICOG desires to provide said services, the parties hereto do mutually agree as follows:

**1) Employment of SICOG**

BANNOCK COUNTY agrees to engage SICOG, and SICOG agrees to provide the services described in the "Scope of Work" as described in section 3 below.

**2) Employee - Employer Relationship**

The contracting parties warrant by their signature that no employee-employer relationship is established between SICOG and BANNOCK COUNTY by the terms of this contract. The parties understand that SICOG is an independent contractor and as such neither SICOG nor its employees, if any, are employees of BANNOCK COUNTY for purpose of tax withholding, retirement system, **social security (FICA), or liability under the principle of respondeat superior and/or vicarious liability.**

**3) Scope of Work**

SICOG will:

- o Facilitate meetings, including agenda preparation, documentation of minutes, and follow-up action planning.
- o Identify and pursue grant opportunities through proposal development and submission, as needed.
- o Review and update emergency management plans and procedures to align with regulations and best practices, as needed.
- o Develop technical documents, including reports and manuals, with clarity and accuracy, as needed.
- o Conduct after-action reviews (AARs) to assess response efforts and recommend improvements, as needed.
- o Compile AAR findings into actionable reports with corrective strategies, as needed.
- o Perform quarterly program assessments to evaluate performance, identify challenges, and recommend enhancements.
- o Deliver tailored reports, updates, and documentation in alignment with established project timelines, as needed.

**4) Guarantees**

SICOG shall use all resources at SICOG's disposal to perform duties as assigned and agreed to by both parties and shall submit the same in good faith. However, no guarantee of receipt of funding by BANNOCK COUNTY is implied or promised by SICOG. Payment is due upon SICOG submission of the proposal to BANNOCK COUNTY, specially to the Bannock County Board of Commissioners. In addition, SICOG and BANNOCK COUNTY recognize that performance of tasks in Section 3 necessitates communication and information exchange between the parties and with funders, and that delay in completing the tasks may occur if there are

delays with information exchange, BANNOCK COUNTY also recognizes that if grants are received, BANNOCK COUNTY is responsible for any acknowledgments and reports to funders unless agreed to in writing.

**5) Schedule of Services & Time of Performance:**

Work under this agreement will commence on February 2, 2026, and will finalize no later than September 20, 2026. Work under this contract may be renewed on an annual basis for a contractual cost negotiated by both parties.

**6) Basis of Fee and Billing**

The sum of services performed will not exceed the Total Project Costs of \$ 11,250.

SICOG will submit all requests for payment related to this contract, to BANNOCK COUNTY at: 624 E Center St. Pocatello, ID 83201. The payment to SICOG shall be made within 45 days of the deadline or determined otherwise.

**7) SICOG's Insurance**

SICOG warrants that it has obtained and will maintain at its expense for the duration of this contract, statutory worker's compensation coverage, employer's liability and comprehensive liability insurance coverage for its principals and employees for the services to be performed hereunder.

**8) Conflict of Interest**

SICOG warrants that it presently has no interest and will not acquire any interest, direct or indirect, in the project that would conflict in any manner or degree with the performance of its services hereunder. SICOG further covenants that, in performing this contract, it will employ no person who has any such interest.

**9) Modification and Assignability of Contract**

This contract contains the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in the written contract are valid or binding. This contract may not be enlarged, modified or altered except upon written agreement signed by both parties hereto. **This contract may not be assigned to any other party or person without the express written authorization of the Bannock County Board of Commissioners.**

**10) Termination of Contract**

This contract shall be terminated if it is determined that SICOG has failed to comply with the terms and conditions of this contract. In such a case, SICOG will be served with written notice sufficient to describe in general terms the nature of the contract default. If all defaults are not cured and corrected within a reasonable period as specified in the notice of default, this contract may be considered terminated without further notice.

Upon 30 days after written notice, either party may, without cause and without prejudice to any other right or remedy, terminate the Contract. In such case, SICOG shall complete any grant proposal approved before the written notice and be compensated for services as described in the fee schedule.

**Upon any termination of this agreement, any work done by SICOG after the date of termination will not be billed or reimbursed. SICOG will submit a request for payment to BANNOCK COUNTY for all work done within ten (30) days of the date of termination unless given leave by the Bannock County Board of Commissioners to do so at a later date.**

**11) State and Federal Law**

SICOG will abide by the provisions of all state and federal laws applicable to the completion of TECHNICAL ASSISTANCE services as described herein.

**12) Ownership and Publication of Materials**

All reports, information, data and other materials prepared by SICOG pursuant to this contract are to be the property of BANNOCK COUNTY, which will retain the exclusive and unrestricted authority to release, publish or otherwise use in whole or part. All such material developed under this contract shall not be subject to copyright or patent in the United States or in any other country without the prior written approval of BANNOCK COUNTY.

**13) Indemnification**

SICOG waives any and all claims and recourse against BANNOCK COUNTY for loss and damage to persons or property arising from, growing out of or in any way connected with or incident to SICOG's performance of this contract except for liability arising out of concurrent or sole negligence of BANNOCK COUNTY or its agents or employees. Further SICOG will indemnify, hold harmless and defend BANNOCK COUNTY against any and all claims, demands, damages, costs, expenses, or liability arising out of SICOG's performance of this contract except for liability arising out of concurrent or sole negligence of BANNOCK COUNTY, its officers, agents or employees.

**14) Legal Fees**

In the event either party incurs legal expenses necessary to enforce the terms and conditions of this contract, the prevailing party is entitled to recover reasonable attorney's fees and other costs and expenses, whether same are incurred with or without suit.

**15) Special Warranty**

SICOG warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this contract. SICOG further declares that no improper personal, political, or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this contract. Any such activity by SICOG shall render this contract null and void.

**16) Liaison**

The designated contact person for each party is as follows:

SICOG:

Charity Staggs

Regional Services Manager

[charity.staggs@sicog.org](mailto:charity.staggs@sicog.org)

208-223-4535 X 1015

214 E Center St, Suite 10

Pocatello, ID 83201

BANNOCK COUNTY:

Wes Jones

Emergency Management Director

[wjones@bannockcounty.gov](mailto:wjones@bannockcounty.gov)

208-236-7104

214 E Center st, ste. 20

Pocatello, ID 83201

IN WITNESS WHEREOF, the parties hereto have executed this contract on the 17<sup>th</sup> Day of Feb, 2026.

SOUTHEAST IDAHO COUNCIL  
OF GOVERNMENTS

BANNOCK COUNTY

BY: [Signature]  
Layne Bourgeois

BY: \_\_\_\_\_

Executive Director, SICOG  
Title

Commissioner, Chairman  
Title

1-15-26  
Date

2/17/2026  
Date

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

## 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:

Kristi Davenport

Department:

Commission

Requestor Email:

kristid@bannockcounty.gov

Item(s) to be considered:

Requesting approval of and signature on a Fairground Contract requesting waived fees for Idaho Association of Counties Spring County Officials Institute.

Date of meeting being requested:

02/17/2026

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:



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

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) Idaho Association of Counties
Contact Name: (who will sign the contract) Savannah Renslow Title: Events Manager
Mailing Address: 3100 S. Vista Ave., Ste. 200
City: Boise State: ID Zip Code: 83705
Daytime Phone: 208.514.0413 Evening Phone: 208.949.5363 (cell) Email: srenslow@idcounties.org

EVENT INFORMATION

- Event Name: Spring County Officials Institute Area Requested: Exhibit hall
Event Description: Luncheon training event
Event Date(s): April 8, 2026 Estimated Number of Attendees: Approx. 50-75
Event Start Time: 8:00 am Event End Time: 4:00 pm
Additional Set- Up or Tear Down Days (if needed): We will need an extra hour before the event to setup materials.
Paid Admission Event: YES X NO cost TBD Event Open to the Public: YES NO X
Will Alcohol Be Served/Consumed? YES NO X (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 Fair Board

Date 2/17/26
Date 2/17/26
Date 2/17/26

- 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 building 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 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.

2.9.26

Date

*Savannah Renslow*

Applicant Signature

Savannah Renslow

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 / Additional fees negotiable with contract for alger events							
		Description	Hourly	Daily			
X	Exhibit Hall	Will include walk thru and inventory before and after event	\$50	\$500			
	Kitchen Area	With Exhibit Hall rental	\$25	\$250			
	Conference Room	Without Exhibit Hall Rental	\$25	\$250			
	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		
		500 people and above		\$500	\$1,000		
	Cattle Panel	Per Day		\$5			
	Additional Arena Work	Per Time		\$50			
	Small Tractor with Operator	Per Hour		\$75			
	Additional Labor	Per Hour		\$25			
X	Tables	Each per Day		\$5			
X	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			
	Monthly Vendor Fee			\$90 per month			
	<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 rate		\$600.00 daily	\$2,000.00 weekly		
	10 Row—30 feet wide / seats 200			\$600.00 daily	\$1,500.00 weekly		
<b>TOTAL DUE:</b>							

## ADDITIONAL EVENT INFORMATION

EVENT NAME: IAC's Spring County Officials Institute (COI)

DATE: April 8, 2026

TIME OF EVENT: 8:00 am - 4:00 pm

AREA: Exhibit hall

## ADDITIONAL EVENT DETAILS:

The training will begin with 30 minutes for registration. Training will last until 4:00 pm with a few breaks and a lunch break within. We will be hosting coffee, sodas, water, and catered lunch.

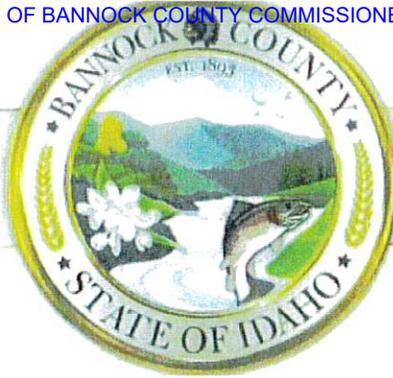
Extra requests/needs: Connection to WiFi, microphone, table/cart with an extension cord to plug our laptop & projector in. If there is a cooler or bin that we can fill with ice and use for beverages, that would be great. Otherwise, we'll bring a cooler!

## SPECIAL SET UP INSTRUCTIONS:

Two registration tables near the door with the room setup in classroom style or crescent rounds facing a projector screen can we rent one?) One one side we'll need approx. 3 tables for food and beverages. We may have a couple of partners joining us, if so, we'll need rectangular tables with two chairs for their promotional items.

Thank you!

## NOTES / DRAWINGS:



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

**AGENDA REQUEST FORM**

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.

**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:**

Buddy Romriell / Road and Bridge

**Item to be considered/background:**

Executive Session involving County Personnel.  
Idaho Code 742061AB with Potential Action.

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

10 Minutes 2/17/26

**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:**

Kiel Burmester and Buddy Romriell

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

Commissioner Office Only:  
Date: 2/17/26 Time: \_\_\_\_\_

## 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:

jason dixon

Department:

Clerk

Requestor Email:

jdixon@bannockcounty.gov

Item(s) to be considered:

appraisal discussion in executive session

Date of meeting being requested:

02/17/2026

Time requested:

15 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:

In the Matter of AUTHORIZATION AND )  
ORDER TO REALLOCATE FUNDS )

R.S. No. 2026-12  
February 17, 2026

**RESOLUTION**

WHEREAS, a request was considered to reallocate funds from Juvenile Detention's operating budget to cover an overage in salaries due to turnover that was not originally budgeted for; and

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

WHEREAS, this reallocation will not impact the budget negatively;

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

**Fiscal Year 2026:**

TO:	170400-40800	\$10,000
	170400-41100	\$2,000
FROM:	170400-64100	\$12,000

BOARD OF BANNOCK COUNTY COMMISSIONERS

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

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

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

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

**BANNOCK COUNTY PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct public hearings on Tuesday, March 10, 2026, at 10:00 a.m. and 10:10 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

TOPIC OF THE MEETING:

1. COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT: Kirk Jackson proposes the re-designation of approximately 62.41 acres of land from Agricultural to Residential Rural on the Future Land Use Map. The subject properties are located in Sections 14 and 23 of Township 11 South, Range 37 East of the B.M., and are identified as parcels RPR4433012501 and RPR4433025408. At the hearing, Council shall evaluate the proposed use against criteria established in Chapter 6 of the Bannock County Comprehensive Plan.

2. ZONING ORDINANCE MAP AMENDMENT/REZONE: Kirk Jackson proposes the re-designation of approximately 62.41 acres of land from Agricultural to Residential Rural on the Zoning Map. The subject properties are located in Sections 14 and 23 of Township 11 South, Range 37 East of the B.M., and are identified as parcels RPR4433012501 and RPR4433025408. At the hearing, Council shall evaluate the proposed use against criteria established in §520 of the Zoning Ordinance.

Planning and Development Council recommends approval of both applications.

Oral and/or written testimony concerning this issue will be taken at the public hearing. Written testimony may be submitted to Bannock County Commissioners, 624 East Center, Room 101, Pocatello, ID 83201, or via email at: [commission@bannockcounty.gov](mailto:commission@bannockcounty.gov) prior to the meeting.

The application and recommendation of Planning Council are available at [www.bannockcounty.gov](http://www.bannockcounty.gov) or can be requested through the email above.

If any person requires special assistance or accommodation to participate in this hearing, please call (208) 236-7210 to make the necessary arrangements prior to the public hearing.

BOARD OF BANNOCK COUNTY COMMISSIONERS

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

\_\_\_\_\_  
Ernie Moser, Commissioner

\_\_\_\_\_  
Ken Bullock, Commissioner

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

Publication Dates: February 21 and 28, 2026

**BANNOCK COUNTY PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct a public hearing on Tuesday, March 24, 2026, at 10 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

TOPIC OF THE MEETING: Petition for vacation of platted road and utility easements in Chilton Subdivision, Bannock County, Idaho, pursuant to Idaho Code §§ 50-1325 and 40-203(4)(a).

DESCRIPTION: Jim Burrup has petitioned to vacate a platted road and utility easement that has not been used or developed in the Chilton Subdivision.

Requested to be vacated: the 50' road and utility easement for an undeveloped portion at the south end of Nelson Lane, between Lots 5 and 6, which appears on the official plat, recorded November 24, 1978, as Instrument Number 613534.

Oral and/or written testimony concerning this issue will be taken at the public hearing. Written testimony may be submitted to Bannock County Commissioners, 624 East Center, Room 101, Pocatello, ID 83201, or via email at: [commission@bannockcounty.gov](mailto:commission@bannockcounty.gov) prior to the meeting.

The Petition requesting the easement vacation is available at [www.bannockcounty.gov](http://www.bannockcounty.gov) or can be requested through the email above. Questions regarding the petition or process can be addressed by the Planning and Development Department at 208-236-7230.

If any person requires special assistance or accommodation to participate in this hearing, please call (208) 236-7210 to make the necessary arrangements prior to the public hearing.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chairman

\_\_\_\_\_  
Ernie Moser, Commissioner

\_\_\_\_\_  
Ken Bullock, Commissioner

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

Publication Dates: February 21, March 7 and 14, 2026

**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 February 10 and 12, 2026, as approved during the meeting of February 17, 2026.

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, February 10, 2026
Commissioners present:	Ernie Moser and Jeff Hough
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Ken Bullock
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Jonathan Radford, HR Director Matthew Phillips, and PIO Emma Iannacone

### Agenda Details

AGENDA	
	Regular Business Meeting (action item)
	<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>Mark Dahlquist, Mayor of Pocatello, seeking to provide an update and discussion with the Commissioners (requested 15 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Seth Scott, Juvenile Detention Center, requesting approval of and signature on Independent Contractor Agreement with ABC Addictive Behavior Counseling (requested 5 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Kristi Klauser, Auditing, seeking to discuss Juvenile Detention salary budget and request approval to move funds and benefits from B to A (requested 5 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Karen Trumbull, Office of Emergency Management, regarding signature on 2022 FINAL Grant Adjustment Notice for State Homeland Security Grant Program (requested 5 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li>Matthew K. Phillips, Human Resources/Risk Management, requesting personnel approval request with possible Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session (requested 5 minutes) (action item)</li> </ul>
7	<p><b>RESOLUTIONS AND ORDINANCES (action items):</b>                      Resolution 2026-10 Approving January 2026 Salaries                      Resolution 2026-11 Approving January 2026 Alcohol Licenses</p>
8	<p><b>SIGNATURE ONLY (action items):</b>                      Fairgrounds Contract with Waived Fees                      Commissioners' Proceedings – January 2026</p>
9	<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 January 30, February 3 and 5, 2026</li> </ul>

## Meeting Notes

- 1 9:00 AM Hough called the meeting to order. There were no cremation applications.
- 2 9:03 AM Dahlquist reviewed the ambulance contract is going through renewal and that's a good partnership between the entities. Discussion ensued on a potential sewer district to help reduce septic systems. The capacity at water pollution control is good, but there are concerns with a county-wide sewer district. and the fees already collected for long term maintenance and future capital improvements. Additional concerns shared were a district having a board of directors and the control of a district.  
9:10 AM Hough explained the sewer district would be a customer to Pocatello and the areas that are being planned for inclusion to the sewer district include from Inkom to the reservation boundary.  
9:13 AM Business Manager and Events Director Scott Crowther reviewed water use history and changes at the complex. With the current curtailment of water rights usage, water usage is over the limit. The cost to water the soccer fields is \$16,000-\$18,000 per month for summer months. Dahlquist learned the city was originally watering the soccer fields. That was switched over to a county pump and the city waived \$30,000 at that time.  
9:18 AM Dixon reviewed previous discussions with former leaders about using a well on Appaloosa that is not potable to water fields as a gift contribution from the city. Dahlquist will investigate that, and mentioned they are looking at tapping into the Satterfield well that is not potable to water the golf course.  
9:22 AM Dahlquist relayed the animal shelter is at 90-100% capacity all the time.
- 3 9:01 AM Radford has reviewed the contract and there are no concerns. Moser moved to approve the contract for counseling. The motion passed.
- 4 9:02 AM Klauser reviewed a reallocation request stemming from an employee payout that affected other budget lines. Moser moved to approve the change of funds. The motion passed.
- 5 9:00 AM Trumbull reviewed the SHSP closeout for the 2022 grant. Moser moved to approve signature. The motion passed.
- 6 9:25 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. Dixon, Klauser, and Allen exited. 9:45 AM Hough moved to exit executive session. The motion passed. Moser moved to approve leave without pay for an employee and an attorney-client agreement. The motion passed.
- 7 9:24 AM Moser moved to approve Resolutions 2026-10 and 11. The motion passed.
- 8 9:24 AM Hough moved to approve a fee waiver for a reception at the Exhibit Hall. The motion passed.  
9:25 AM Hough moved to approve the publication notice for Commissioner proceedings. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Quarterly update discussions with Pocatello mayor included renewal of Ambulance contract; potential sewer district; water supply for soccer fields at the Event Center; potential use of non-potable wells; and capacity of the animal shelter.	Commission
Agreement with ABC Addictive Behavior Counseling was approved.	Juvenile
A resolution will be prepared to reallocate funds for Juvenile Detention.	Auditing/Resolution
Closeout for 2022 State Homeland Security Grant Program was approved.	OEM
Attorney-Client Agreement and leave without pay were approved for personnel matters following executive session.	HR/Clerk

Resolutions 2026-10 Approving January 2026 Salaries and 2026-11 Approving January 2026 Alcohol Licenses were passed.	Clerk
Fee waiver for Exhibit Hall rental was signed.	Parks & Rec
Publication of January 2026 Commissioner Proceedings was approved.	Clerk



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Thursday, February 12, 2026
Commissioners present:	Ernie Moser and Jeff Hough
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Ken Bullock
Staff present:	Deputy Clerk Nancy Allen and Comptroller Kristi Klauser

### Agenda Details

AGENDA	
1	Claims Meeting (action items)

### Meeting Notes

- 9:01 AM Hough called the meeting to order. Hough moved to approve the claims agenda. The motion passed.

### Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Items in the claims agenda were approved.	Auditing/Resolution