



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, February 26, 2026
Commissioners present:	Ernie Moser and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Jeff Hough
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, PIO Emma Iannacone, HR Director Matthew Phillips, Attorney Jonathan Radford, and (9:13 am) Prosecutor Ian Johnson

Agenda Details

AGENDA	
Work Session and Claims Meeting (action items)	
Agenda:	
1	<ul style="list-style-type: none"> Scott Crowther, Event Center/Wellness Complex, seeking signature on (1) a contract with HPC District 4 Rodeo, (2) contract for Idaho State Journal Family Fun Day, and (3) sign updated agreement with Pocatello Downs (requested 10 minutes) (action item)
2	<ul style="list-style-type: none"> Matt Olsen, Juvenile Justice, seeking signature on (1) a Services Agreement with University of Cincinnati Research Institute, and (2) Memo authorizing disposal of refrigerator (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> Melissa Hartman, Veteran's Services, requesting approval of and signature on Memorandum of Understanding with Tyler Technologies (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Matthew K. Phillips, Human Resources/Risk Management, seeking to propose adding action language to Consent Agenda for issues eligible for Executive Session to facilitate discussing time sensitive personnel issues as needed (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> (AMENDED to include for signature) Signature on updated contract with PaveConnect per authorization during meeting on February 24, 2026 (action item)
6	Claims Agenda: <ul style="list-style-type: none"> 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

Meeting Notes

- 1 8:59 AM Moser called the meeting to order. Bullock moved to accept the amended agenda. The motion passed.
9:00 AM Taylor Smith with the Idaho State Journal also appeared to review the Family Fun Day. Crowther reviewed the areas used for the event and a fee waiver request. Smith reviewed details of the free event. Discussion ensued on having a county booth, America250, and the 988 crisis line. Bullock moved to approve the fee waiver. The motion passed.
9:06 AM Tiffini Crockett appeared. Crowther reviewed the district's facility use. Moser moved to approve the contract. The motion passed.
9:09 AM Crowther reviewed the Pocatello Downs contract. Previously, he grossly overstated the water cost after realizing the cost was per 1,000 gallons rather than 1 gallon. For this first year, he proposed to put a water surcharge of \$500 in the contract. Usage will be monitored and adjusted next year if needed. Bullock moved to approve the contract. The motion passed.
- 2 9:15 AM Olsen reviewed the Cincinnati Research Institute agreement for training. They are collaborating with other counties and will be able to train their staff. Bullock moved to approve the agreement. The motion passed.
9:18 AM Olsen reviewed the request to dispose of a fridge. Moser moved to approve the disposal. The motion passed.
- 3 9:20 AM Hartman reviewed an MOU for the computer program used to track and communicate with the state. Moser moved to approve the agreement. The motion passed.
- 4 9:24 AM Phillips requested to change language in consent agenda to include personnel actions to allow better timing and logistics for HR issues. Bullock moved to accept the language change. The motion passed.
- 5 9:34 AM The paving contract discussed previously was amended as discussed. Bullock moved to approve the agreement. The motion passed.
- 6 9:34 AM Moser moved to approve the claims agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Amended agenda accepted.	Clerk
Fee waiver granted for Family Fun Day and contracts approved for District 4 Rodeo and Pocatello Downs.	Parks & Rec
Contract with Cincinnati Research Institute was approved.	Juvenile
Disposal of fridge was approved.	Juvenile/Resolution
Tyler MOU was approved.	Veterans
Language change for consent agenda approved for personnel actions.	Commission/HR
Contract with PaveConnect was approved.	Procurement/Facilities
Items on the consent agenda were approved.	Auditing