



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, March 10, 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, PIO Emma Iannacone, HR Director Matthew Phillips, and Attorney Jonathan Radford

Agenda Details

AGENDA	
	Business Meeting (action item)
	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"> Mayor Rodney Burch providing a City of Chubbuck update (requested 15 minutes)
3	<ul style="list-style-type: none"> Tony Manu, Sheriff, request to discuss (1) Idaho Department of Correction Prisoner Board Revenue and (2) Leave accrual exception with potential Executive Session under Idaho Code § 74-206(1)(a),(b)&(d) for personnel actions or personnel records exempt from disclosure with potential action following adjournment of Executive Session (requested 25 minutes) (action item)
4	<ul style="list-style-type: none"> Todd Mauger, Juvenile Justice, seeking approval to apply for Idaho Office of Drug Policy SFY 2027 Substance Use Primary Prevention Grant (SUPP) (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Discussion of a quit claim deed on property (requested 15 minutes) (action item)
6	<ul style="list-style-type: none"> Scott Crowther, Event Center, request to discuss (1) permission to sign contracts for concerts and standard event sponsorships and (2) Master Planning Design Services project (requested 10 minutes) (action item)
7	<ul style="list-style-type: none"> Teri Jones, Event Center, requesting (1) approval of BCRA contract and (2) approval of the Camp Host agreement (requested 10 minutes) (action item)
8	<ul style="list-style-type: none"> Matthew Phillips, Human Resources, requesting a renewal signature for previously budgeted learning management system (LMS) Knowledge City used by HR for remedial, leadership, or other training needs (requested 5 minutes) (action item)
9	<ul style="list-style-type: none"> Kristi Klauser, Auditing, requesting a signature on Remnant opioid settlement (requested 5 minutes) (action item)
10	<ul style="list-style-type: none"> Discussion of a Planning Council reappointment (requested 5 minutes) (action item)
11	RESOLUTIONS AND ORDINANCES (action items): 2026-16 Approving Tax Cancellation Requests
12	LETTERS AND NOTICES (action items): Commissioners' Proceedings – February 2026
13	CONSENT AGENDA (action items): <ul style="list-style-type: none"> Manual Checks Alcohol Licenses and Catering Permits Certificate of Residency Approval Personnel Actions with potential Executive Session under Idaho Code § 74-206(1)(a),(b)&(d) for personnel actions or personnel records exempt from disclosure with potential action following adjournment of Executive Session Mileage and Travel Approvals

	<ul style="list-style-type: none"> Minutes: Approval of and signature on certification for meeting minutes for March 3 and 5, 2026
14	Public Hearing – FLUM – Jackson (action item) Public Hearing –Rezone – Jackson (action item)
15	On the Record Review (action item)

Meeting Notes

- 1 9:00 AM Hough called the meeting to order. There were no cremation applications for consideration.
- 2 9:00 AM Burch addressed the sewer district discussion and explained the wastewater collection authority that exists but is non-functioning. Growth didn't happen at the rate anticipated and so it is underused today, but provides an opportunity for collection. The county stepped away from the collection authority in 2020. Hough will move forward to study the viability for a regional district.
9:06 AM Discussion ensued on housing an ambulance in the Chubbuck fire station. Response times would be cut and Chubbuck is very much in favor.
9:09 AM Chubbuck is a participant of Portneuf Valley Development Corp. Target has pulled a building permit and there are three additional companies that are national retailers. There has been a multi-family housing growth trend.
9:14 AM Discussion ensued on community clean up days. Burch requested to coordinate Chubbuck clean up days with the County's free days with no fee. The Board directed conversations to be directed to the Landfill manager.
- 3 9:20 AM Chief Deputy Sheriff Alex Hamilton also appeared. Manu explained to save for future building renovations or major purchases, they could take on more IDOC inmates to increase revenue. Additionally, now is a great opportunity as they have been fully staffed, spending less on training, and the population is down. The projected revenue looks to be almost met, so it was proposed to put any additional revenue in a line for major projects or reserves. Discussion ensued on inmate cost per day, and managing inmate numbers from state based on staffing and bed availability.
9:34 AM Hough moved to enter into executive session under Idaho Code §§74-206(1)(a), (b) & (d) for personnel actions or personnel records exempt from disclosure. The motion passed by roll call vote.
9:44 AM Bullock moved to exit executive session. Bullock moved to allow ten years of service for benefits accrual and no PTO. The motion passed.
- 4 9:45 AM Mauger requested to apply for the Substance Use Primary Prevention Grant. Moser moved to approve writing the application and submitting the grant electronically. The motion passed.
- 5 9:47 AM Assessor Anita Hymas, Chief Deputy Assessor Randy Hobson, and Treasurer Jennifer Clark appeared. Hymas reported that two parcels were sold at auction that the original owners are now requesting an IRS donation form be completed by the county. Dixon explained the two parcels were deeded to the county, but the county did not accept them. Hymas explained the owner didn't like the value assessed, the lack of access, and that they were platted but there is no street. The owners requested staff appraise the parcels for the IRS form, but staff are tax appraisers. The matter was tabled.
- 6 9:56 AM Discussion ensued on granting Crowther the authority to negotiate agreements as the previous resolution expired. Moser moved to approve giving authority to the Events Director to sign contracts. A resolution will be developed. The motion passed.
10:23 AM Crowther reviewed the master plan submissions have been interviewed and scored. The presentations were great. However, there are more logical issues to pursue such as better parking, rather than trying to tackle items in the master planning without funds to allocate. Hough suggested a feasibility study rather than a master plan with a risk and price analysis. Discussion ensued on changing course, five year plan, deed restrictions, and relocating the covered arena.
- 7 9:55 AM Jim Ziegler also appeared. Crowther explained that Ziegler has been a camp host for the last two years. Moser moved to approve the contract. The motion passed.

9:57 AM Crowther reviewed the previously discussed BCRA contract, the previous year's payment, conflicts with dates, water, fuel, and fee waivers. Last year, they paid the contract which reserved two arenas, but did not use one. Crowther explained there is culpability on both sides and requested a fee waiver for this year. Klauser clarified for transparency and paper trail to adjust last year's contract to show the actual use and amount. Hough moved to accept the overpayment from last year and waive the fee this year. The motion passed with Bullock and Hough voting in the affirmative and Moser opposed.

- 8 10:19 AM Phillips reviewed a contract for training on a learning management system. Hough moved to approve the LMS contract. The motion passed.
- 9 10:21 AM Klauser reviewed a new settlement agreement for opioid funds. Hough moved to approve the opioid statement. The motion passed.
- 10 10:17 AM Jensen reviewed that a council member's term has expired, but they expressed a desire to serve another term. Moser moved to approve the reappointment of the individual. The motion passed.
- 11 10:34 AM Hough moved to approve Resolution 2026-16. The motion passed.
- 12 10:34 AM Hough moved to approve the Commissioners' Proceedings publication. The motion passed.
- 13 10:32 AM Phillips reviewed some personnel issues. 10:34 AM Bullock moved to approve the consent agenda. The motion passed.
- 14 10:08 AM Planning Director Hal Jensen, Assistant Director Tristan Bourquin, and Planner Annie Hughes were present. Moser moved to open the public hearing. The motion passed. No citizens submitted any comments, nor signed up to speak. Jensen reviewed the request to change the future land use map that will make the change to the Comprehensive Plan. Bullock moved to close the public hearing. The motion passed. Bullock moved accept the changes to the future land use map per P&Z council's recommendation. The motion passed.

10:12 AM Moser moved to open the public hearing. The motion passed. No citizens submitted any comments, nor signed up to speak. Bourquin reviewed the rezone request was found to meet all requirements in the ordinance. Moser moved to close the public hearing. The motion passed. Moser moved to approve the recommended rezone. The motion passed. Moser moved to close the public hearing.

- 15 10:15 AM Regarding the review of the record for Deer Valley Reserve, the Board discussed that this is an agreement between citizens, the landowner and developer. This issue is not county business. Planning staff and council did their due diligence. Bullock moved to uphold the decision from the Planning council. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Discussions with Chubbuck Mayor included sewer district, wastewater collection authority, housing an ambulance in Chubbuck, and economic development.	Commission
Increase IDOC inmates based on staffing/bed availability to allow additional revenues to be saved for major projects. Employee granted years of service accrual following executive session.	Sheriff/HR/Auditing
Application and electronic signature approved for Idaho Office of Drug Policy SFY 2027 Substance Use Primary Prevention Grant.	Juvenile
Request to complete IRS donation form regarding deeded property tabled.	Assessor
Events Director will be authorized by resolution to sign certain contracts. Master plan design services project to be closed. Camp host contract was approved. BCRA contract with fee waiver was approved and overpayment from last year acknowledged.	Parks & Rec/Resolution/ Procurement

Knowledge City contract for learning management software approved.	HR
Remnant opioid settlement statement approved.	Auditing
Reappointment of Planning Council member approved.	Planning
Resolution 2026-16 Approving Tax Cancellation Requests was passed.	Clerk
February 2026 Commissioner Proceedings publication was approved.	Clerk
Consent agenda items were approved.	Clerk/Auditing/Resolution
Jackson FLUM and rezone applications were approved.	Planning/Ordinances
Deer Valley Reserve appeal denied.	Planning/Commission

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on March 5, 2026; 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 March 3, 2026, for cancellation of **market value** for the **2022, 2023, 2024, and 2025** tax years.

PARCEL NUMBER	OWNER	EXPLANATION	MARKET VALUE TO CANCEL
RPRPAP2000405	Leslie, Derek	BTA Decision (2025)	\$82,873
RPRPAP2000506	Leslie, Derek	BTA Decision (2025)	\$99,659
RPRPAP3000405	Leslie, Derek	BTA Decision (2025)	\$90,577
RPRPAP3000500	Leslie, Derek	BTA Decision (2025)	\$83,000
RPRCMLT000100	Fallis, G Wayne, JR	Pre BTA Settlement (2025)	\$38,260
MHMHPB2000203	Affordable Housing Acceptance, LLC	MH Destroyed and Removed (2025)	\$4,760
RPR3803008001	Ackert, Penny	Tribal Exempt (2025)	\$70,122
RPR3803008001	Ackert, Penny	Tribal Exempt (2024)	\$70,122
RPR3803008001	Ackert, Penny	Tribal Exempt (2023)	\$81,187
RPR3803008001	Ackert, Penny	Tribal Exempt (2022)	\$54,991
RPR3803008007	Martin, Travis	Tribal Exempt (2025)	\$58,523
RPR3803008007	Martin, Travis	Tribal Exempt (2024)	\$58,523
RPR3803008007	Martin, Travis	Tribal Exempt (2023)	\$63,210
RPR3803008007	Martin, Travis	Tribal Exempt (2022)	\$41,162

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 March 3 and 5, 2026, as approved during the meeting of March 10, 2026.

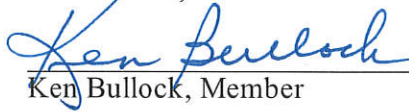
BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk