



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Thursday, April 2, 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, Attorney Jonathan Radford, PIO Emma Iannacone, HR Director Matthew Phillips, and Prosecutor Ian Johnson

## Agenda Details

AGENDA	
	Work Session and Claims Meeting (action items)
	Agenda:
1	<ul style="list-style-type: none"> <li>Dillon Evans, Solid Waste, regarding a discussion about free days for Arimo, Chubbuck, Downey, Lava Hot Springs, McCammon and Inkom (requested 5 minutes) (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Shanda Crystal, Procurement, seeking to provide a procurement update</li> </ul>
3	<ul style="list-style-type: none"> <li>Karen Trumbull, OEM, requesting (1) signatures on invoices and, (2) approval of and signature on GrantSolutions document naming Project Director (requested 10 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>For Signature only – Agreement to Provide Law Enforcement Protection for Pocatello Downs (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Alisse Foster, Planning and Development, seeking review for approval of a Bond and Final Plat for Purser Acres Subdivision (requested 5 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li><b>(AMENDED to include)</b> Dillon Evans, Solid Waste, regarding a fee waiver for permit fees for the Landfill Scale House project (requested 5 minutes) (action item)</li> </ul>
7	<ul style="list-style-type: none"> <li><b>(AMENDED to include)</b> Jeff Hough, Commission, requesting (1) Discussion pertaining to project management and, (2) Landfill project update discussion with possible Executive Session under Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (requested 20 minutes) (action item)</li> </ul>
8	<ul style="list-style-type: none"> <li>Executive Session under Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (action item)</li> </ul>
9	Claims Agenda (action items): <ul style="list-style-type: none"> <li>Board of Ambulance District: Invoices and Commissioner Report</li> <li>Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>Personnel Actions with potential Executive Session under Idaho Code §§74-206(1)(a), (b) &amp; (d) for personnel actions or personnel records exempt from disclosure with potential action following adjournment of Executive Session</li> <li>Payroll Report</li> <li>Alcohol Licenses and Permits</li> <li>Certificate of Residency Approval</li> </ul>

- Mileage Reimbursement Requests
- Technology Request Form
- Memorandum Authorization for Accounts Payable
- Cardholder User Agreement and Authorization

10 Request for Reconsideration for Deer Valley Reserve Replat Concept Plan (action item)

## Meeting Notes

- 9:01 AM Hough called the meeting to order. Moser moved to accept the amended agenda. The motion passed. Management Assistant Aubri Lewis also appeared and explained that PSI provided and hauled dumpsters last year for the south cities, but the cost will increase this year by \$800. Chubbuck proposed following the County's clean-up days using their own dumpsters and requested a fee waiver for each day. That waiver would be approximately \$800. Inkom has the same request to waive Landfill fees. Discussion ensued on the name for the program for community outreach. Bullock moved to accept the fees. The motion passed.
- 9:07 AM Crystal gave updates on procurement projects.
- 9:10 AM Klauser explained invoices will be approved by the Board through the consent agenda. Trumbull reviewed the request for a GrantSolutions account. Allen explained the system and the need to have a new Project Director named for the contact for the BLM grant. Bullock moved to approve signature. The motion passed.
- 9:19 AM Moser moved to approve the Law Enforcement Protection for Pocatello Downs agreement. The motion passed.
- 9:14 AM Foster reviewed the details for Purser Acres Subdivision. The developer is requesting to bond for the approach and provided a cashier's bond. There is a shared approach that would be counterproductive for construction equipment going over it already paved. Discussion ensued on land divisions and adequate access. Moser moved to approve the bond and plat. The motion passed.
- 9:23 AM Facilities Manager Dan Kendall also appeared. Evans requested to waive permitting fees for the scale house project.  
9:25 AM Planning and Development Director Hal Jensen questioned whether the notice to proceed has been issued as that would require renegotiating the start date. Evans clarified the notice to proceed has not been issued at this time. Moser moved to waive the fees for planning permits. The motion passed.
- 9:19 AM Hough proposed that Facilities Manager Dan Kendall be the sole point of contact or project manager for any construction project for the County. Discussion ensued on the good job and experience he gained with the ARPA projects. Hough moved to add the duty of project manager for all construction projects to Kendall's job description and make it effective immediately. The motion passed.  
9:26 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(f) to communicate with legal counsel. The motion passed by roll call vote.  
9:56 AM Hough moved to exit executive session. The motion passed. Hough moved to submit a task order with CDM Smith under Idaho Code §67-2320 dealing with the overall and preexisting flood plain issues at the Landfill. The motion passed.
- 10:08 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(f) to communicate with legal counsel. The motion passed by roll call vote.  
10:23 AM Hough moved to exit the executive session. The motion passed.
- 10:07 AM Moser moved to approve the items on the claims agenda. The motion passed.
- 10:00 AM Subdivision Planner Alisse Foster and Planning and Development Director Hal Jensen appeared. Jensen reviewed this is a reconsideration request of a formal action taken by council with a

recommendation to approve a replat from 12 lots to 8 lots, increasing the size of the lots, for Deer Valley Reserve. In the conversations and the public testimony, there were concerns from the Homeowner's Association that has a legal right to an easement for a future well for their water system. That has always been somewhat nebulous because it was granted by the previous property owners as an easement to be determined at the time it is needed. It is believed the Gebos have, in good faith, agreed to continue to maintain that and now the HOA wants that pinned down and is asking for that to be considered. That is a civil issue at this point and has nothing to do with the replat process. That would be a water rights issue. That was the testimony the homeowner's association felt was ignored; however, the County does not have enumerated powers to dictate water and how water is secured, et cetera.

10:03 AM Radford explained that the Planning Council needs to follow the ordinance and adhere to the process. The question for consideration today is whether the appellant submitted anything that change the decision to uphold the decision of the Planning Council. Discussion ensued on the process, filing for judicial review after seeking reconsideration. Jensen reported this information was presented in the Council's public hearing and appellant thought it was ignored. The ordinance does not have a consideration for water; only the subdivision of land. Radford pointed out the only question for the Planning Council was whether the subdivision was consistent with the statutes and meets the intent of our ordinance. Foster relayed discussions had during the concept planning. Bullock moved to deny the reconsideration and uphold the previous decision to uphold the Planning Council's approval. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Amended agenda was approved.	Clerk
Fee waivers and cost-sharing were approved for Bannock County Clean Up Days.	Landfill/Resolution
Contract contact update through GrantSolutions was approved for BLM grant.	OEM/Grant Team
Agreement to Provide Law Enforcement Protection for Pocatello Downs was approved.	Sheriff/Parks & Rec
Purser Acres Subdivision bond agreement and plat was approved.	Planning/Resolution
Permitting fees were waived for the scale house project.	Landfill
Adding duty of County project manager to the Facilities Manager job description was approved.	HR
Following executive session held for discussion with legal counsel, it was approved to submit a task order with CDM Smith for flood plain issues at the Landfill.	Landfill/Planning & Development/Procurement
Executive session was held for discussion with legal counsel.	Clerk
Items on the claims agenda were approved.	Clerk/Auditing/Resolution
Request for reconsideration of Deer Valley Reserve Concept Plan approval was denied.	Planning