



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, April 28, 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, Deputy Prosecutor Jonathan Radford, HR Director Matthew Phillips, PIO Emma Iannacone, and Prosecutor Ian Johnson

Agenda Details

AGENDA	
	Regular Business Meeting (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"> Tony Manu, Sheriff, regarding approval of and signature on Consignment Agreement with Prime Time Auctions for disposal of abandoned property (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> Buddy Greene, Pastor – Church of the Nazarene, requesting their 2022 and 2023 property taxes, late fees and interest to be waived (action item)
4	<ul style="list-style-type: none"> Katy Bergholm and Doug Tanner, IDEQ, seeking to provide an update of what is happening in the county as it pertains to DEQ and to answer any questions the Commissioners may have (requested 15 minutes)
5	<ul style="list-style-type: none"> Kiel Burmester, Public Works, regarding approval of and signature on a Standard Contract Agreement with Dioptra (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> Adam McKinney, Emergency Communications, requesting (1) acceptance of and signature on award from BLM for Kinport Lease for 2026, and (2) discussion about Computer Services taking over the 2011 Equinox (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Shanda Crystal, Procurement, seeking to discuss a recommendation to award the Invitation to Bid for Road Striping Materials and Labor (requested 5 minutes) (action item)
8	<ul style="list-style-type: none"> Kristi Klauser, Auditing, requesting to review budget to actual revenue and expenditures through March 2026 to comply with Idaho Code §31-1611 (requested 10 minutes) (action item)
9	<ul style="list-style-type: none"> (AMENDED to include) Property Tax Exemption follow-up discussion (action item)
10	SIGNATURE ONLY (action items): Agreement to Provide Law Enforcement Protection Signature on Property Tax Exemption Letters for parcels approved as of 4/23/26
11	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 Minutes: Approval of and signature on certification for meeting minutes for April 21, 2026

Meeting Notes

- 1 Hough called the meeting to order. Moser moved to accept the amended agenda. The motion passed. There were no indigent business items.
- 2 8:59 AM Evidence Tech Maggie Gutierrez was also present and explained that Bingham County will join the auction that requires selling to an FFL dealer only. Bullock moved to approve the auction agreement. The motion passed.
- 3 9:03 AM Assessor Anita Hymas, Chief Deputy Treasurer Misty Katsilometes, and Treasurer Jennifer Clark also appeared. Greene explained his lack of understanding to apply for the tax exemption, but has filed applications since 2024. He requested mercy and to allow him to fill out the applications to come into compliance. Clark explained these delinquent taxes are from years that applications were not sent out and there were quite a few applicants that missed filing during that time. This particular parcel will be a tax deed issue this year if it is not taken care of. Clark recommended cancellation of the taxes to take care of the tax deed issue. Hymas concurred. Radford explained that I.C. §63-602B requires an application be filed by April 15, but §63-711 allows the Board to consider a hardship request, given that this is a church that serves a need for the community and is facing tax deed. The Board has broad discretion under that statute. The total due is \$5925, of which \$4044.44 is taxes.
In answer to questions regarding hardship to the church and congregation, Greene explained that paying the delinquent taxes would prevent other things with their tight budget. Community programs offered that could be impacted include a food bank that serves approximately 1,600 people per month, youth activities with about 70 kids per month, and there is a bus stop on the property, so they open a building in the mornings or on cold days and provide refreshments for about 31 kids. The location is in a neighborhood with kids that need guidance and help. Bullock moved to cancel the taxes and interest for 2022 and 2023 [parcels RPRPCPP076200, RPRPCPP076300, RPRPCPP076500, RPRPCPP076000, RPRPCPP076100, and RPRPCPP075900]. The motion passed.
- 4 9:11 AM Bergholm reviewed the 2025 Report to Citizens and reviewed drinking water and wastewater loans and grants. Tanner explained his position is Waste Management and Remediation Manager and reviewed the programs he oversees. DEQ has a good working relationship with the solid waste department. Bergholm addressed questions regarding ground water quality. Nitrate priority areas are on their website. Community drinking water systems are supported by DEQ. Discussion ensued on solar and wind power generation and proper waste product recycling.
- 5 9:30 AM Burmester requested an agreement for survey work on Inman Road going up to trailhead. Homes and traffic in the area have increased and it is a widely used recreation area. The survey would look at the gravel section after the bus turnaround. There are steep sections and the road is narrow. The surrounding owners would be identified in order to know who might need contacted for whatever work may need done toward widening the road. Discussion ensued on potential property easement purchases or gaining permission to work on a property for sloping. Moser moved to approve the contract. The motion passed.
- 6 9:36 AM McKinney reviewed the BLM award for the 2026 lease for usage of the Kinport site. There are private owners with equipment located there that he has been unable to contact. That equipment has been shut off. Bullock moved to approve the contract. The motion passed.
9:37 AM McKinney requested taking over a vehicle from the motor pool and will budget for maintenance. The Board concurred.
- 7 9:39 AM Public Works Director Kiel Burmester and Assistant Director Buddy Romriell also appeared. Crystal reviewed the bid opening last week and explained a malfunction in the spreadsheet where the amounts for road striping and labor were not totalled. Adding up the labor and material put the bids in at:
Clear Zone Construction for \$336,671.47
Curtis Clean Sweep for \$326,680.20
Idaho Traffic Safety for \$325,923
Specialized Pavement Marking for \$364,355

The review was completed and it is recommended to award the Road Striping Materials and Labor bid to Idaho Traffic Safety for the lowest bid of \$325,923. Bullock moved to accept the recommendation and award the bid. The motion passed.

- 8 9:42 AM Klauser reported on budget to actual revenue and expenditures.
- 9 9:51 AM Assessor Anita Hymas and Chief Deputy Assessor Randy Hobson appeared. Hymas reported more information was requested from Portneuf Health Trust and it appears the information was good. Radford requested a day to review the submission and to look at the statute closer for Historic Old Town.
- 10 9:53 AM Bullock moved to approve the Agreement to Provide Law Enforcement Protection for the City of Lava Hot Springs. The motion passed.
9:54 AM Moser moved to sign letters for property tax exemption applications that were approved on 4/23. The motion passed.
- 11 9:55 AM Bullock moved to approve the items on the consent agenda. The motion passed.
9:56 AM A separation agreement signed by the other party was presented for signature. Legal review approved the agreement. Moser moved to sign the letter. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Amended agenda was accepted.	Clerk
Consignment agreement with PrimeTime Auctions was approved.	Sheriff
Delinquent taxes were cancelled due to hardship for parcels RPRPCPP076200, RPRPCPP076300, RPRPCPP076500, RPRPCPP076000, RPRPCPP076100, and RPRPCPP075900.	Treasurer/Assessor/Resolution
DEQ presented its 2025 Report to Citizens.	Commission
Contract with Dioptra for survey work on Inman Road was approved.	Public Works
BLM award for lease of Kinport site was approved.	Emergency Communications
Road Striping Materials and Labor bid was awarded to Idaho Traffic Safety for \$325,923.	Public Works/Procurement
Quarterly budget to actual revenue and expenditures reports were reviewed.	Auditing
Tax exemption applications were tabled.	Assessor
Agreement to Provide Law Enforcement Protection for the City of Lava Hot Springs was approved.	Sheriff
Letters approving tax exemption applications were approved.	Assessor/Commission
Items on the consent agenda were reviewed and approved.	Auditing/Clerk/Resolution
Separation agreement was approved.	HR

**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 April 21, 2026, as approved during the meeting of April 28, 2026.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk