



BANNOCK COUNTY COMMISSIONERS' – MEETING

Commissioners' Agenda

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.

Thursday, May 21, 2026

9:00 AM Work Session and Claims Meeting (action items)

Work Session Agenda:

- Scott Crowther, Event Center/Wellness Complex, requesting approval of and signature on a contract for the Bob Conley Invitational (requested 5 minutes) (action item)
- Daniel Kendall, Facilities, discuss potential cost for the parking lot at the Event Center off Venture Way (requested 5 minutes) (action item)
- Dillon Evans, Solid Waste, regarding approval of and signature on (1) Certification of Authority for Agents for Idaho Power, and (2) Temporary Access License Agreement with the Church of Jesus Christ of Latter-Day Saints (requested 5 minutes) (action item)
- Kiel Burmester, Public Works, requesting approval of and signature on two Sales Agreements with Western States CAT for new 950GC Loaders (requested 10 minutes) (action item)
- Matthew K. Phillips, Human Resources and Risk Management, seeking approval for supplemental insurance for the mosquito abatement drone (requested 5 minutes) (action item)
- Read and sign the Idaho Field of Heroes Memorial Days Proclamation (action item)
- Signature only: Food Service Agreement Contract with Summit for District 6 Juvenile Detention (action item)
- Todd Mauger, Juvenile Justice, requesting a discussion pertaining to restructuring of the Juvenile Probation Department with possible Executive Session under Idaho Code §74-

206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 15 minutes) (action item)

Claims Agenda:

- Board of Ambulance District: Invoices and Commissioner Report
- Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications
- 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
- 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



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: Teri Jones
Department: Event Center
Requestor Email: tjones@bannockcounty.us

Item(s) to be considered:
Contract approval for the Bob Conley Invitational, District Cross Country Meet, and Idaho High School Cross Country Championship

Date of meeting being requested: 05/21/2026
Time requested: 5 Minutes

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

Contract

Action Required: Decision
Legal/Policy Compliance Reviewed:

Financial Impact: None

Contract/Agreement Begin Date: 10/01/2026
Contract/Agreement End Date: 10/31/2026

List of additional attendees:
Scott Crowther, Teri Jones, Doug Hopster, & Travis Bell

Bannock County Event Center Rental Agreement

This Rental Agreement is made by and between Bannock County, a political subdivision of the State of Idaho (hereinafter referred to as "BANNOCK COUNTY"), and Highland High School, a Non-Profit Corporation.

THE PARTIES AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

1. **NAME OF EVENTS:** Bob Conley Invitational, District Cross Country Meet, and Idaho High School Cross Country Championships
2. **TERM OF AGREEMENT:** Bob Conley Invitational, District Cross Country Meet, and Idaho High School Cross Country Championships will abide by all contractual agreements and requirements.
3. Bob Conley Invitational will commence on the following date:

Championship Field: October 1, 2026, 8:00 a.m. - 6:00 p.m.

Pavilion 2: October 1, 2026, 8:00 a.m. -6:00 p.m.

Idaho High School Cross Country Championships will commence on the following dates:

Championship Field: October 31, 2026, 8:00 a.m. - 5:00 p.m.

Pavilion 2: October 31, 2026, 8:00 a.m. -5:00 p.m.

Amphitheatre: October 31, 2026, 8:00 a.m. -5:00 p.m.

4. **FEES:** HIGHLAND HIGH SCHOOL shall pay BANNOCK COUNTY a fee of \$500.00 for the use of the Championship Field, Amphitheatre, and Pavilion 2 commencing on the above dates.
5. **PARKING FEE:** HIGHLAND HIGH SCHOOL shall charge a parking fee of \$5.00 per vehicle, per event.
6. **PAYMENT:** The entire balance owing shall be paid to BANNOCK COUNTY at least seven (7) days prior to the scheduled Event.
7. **RAIN DAYS:** Rain days will be rescheduled as soon as possible and approved based on calendar availability. The Director, Event Manager, and Event Coordinator to approve rescheduled days.
8. **FACILITIES:** This contract covers usage of the following Bannock County facilities: Championship Field, Pavilion 2, and Amphitheatre. (User Fee is included).

9. SPONSORSHIPS: BANNOCK COUNTY recognizes the right of HIGHLAND HIGH SCHOOL to obtain and display Sponsorships for this Event. No discriminatory, vulgar, or offensive advertising of any kind shall be permitted on Bannock County property. Additionally, BANNOCK COUNTY has current and ongoing independent sponsorships displayed in certain areas at the Facilities to be used. HIGHLAND HIGH SCHOOL shall in no way obstruct or hinder from view any sponsorships BANNOCK COUNTY may currently have displayed at the time of the Event.
10. FOOD TRUCKS: HIGHLAND HIGH SCHOOL will be allowed to have up to three (3) food trucks. Food trucks must have all required certifications before entering Bannock County property. These include, but are not limited to, a fire inspection, an electrical inspection, and a Food Safety certification from Southeastern Idaho Public Health. Food trucks will be responsible for all costs associated with inspections and will report the documents and fees to BANNOCK COUNTY staff BEFORE the event. HIGHLAND HIGH SCHOOL will be responsible for the coordination of all aspects of potential food trucks. NOTE: Food trucks will not be allowed to park on BANNOCK COUNTY'S grass areas, but on designated areas approved by the BANNOCK COUNTY staff.
11. INSURANCE: HIGHLAND HIGH SCHOOL 1. shall provide a Certificate of Insurance with general liability or special event liability coverage of at least \$1,000,000 per occurrence and \$2,000,000 in aggregate, naming Bannock County and its agents as additional insureds on the policy. The entity shall also provide proof of coverage with at least statutory minimums for workers' compensation, employer's liability, and auto on behalf of any of its employees, drivers, or vehicles who will be participating at the event or used at the location, which shall be delivered to the Bannock County Event Center Office ten (10) days prior to the Event.
12. HAZARDOUS ACTIVITY: HIGHLAND HIGH SCHOOL recognizes that this Event has activities that carry inherent risk or injury, property destruction, or death. As such, HIGHLAND HIGH SCHOOL shall obtain waivers and/or releases of liability from any participants in the activities. Said waivers shall contain, at a minimum, language contained in Paragraph 12(a). Said waivers are subject to the approval of BANNOCK COUNTY prior to use of the Facilities. Copies of signed waivers shall be provided to BANNOCK COUNTY upon request. This requirement does not, in any way, abrogate the requirement for indemnification contained herein, abrogate the invocation of sovereign immunity herein, eliminate the requirement by the County for proof of sufficient insurance, nor abrogate any defenses or immunities provided by law.
 - a. HIGHLAND HIGH SCHOOL 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 any participation in the above-described activity or event.
13. WARRANTIES: BANNOCK COUNTY provides no express or implied warranties. HIGHLAND HIGH SCHOOL, in executing this agreement, is relying upon its own judgment, information, and inspection of the property.

14. ENTRY BY BANNOCK COUNTY: BANNOCK COUNTY shall have the right to enter the Facilities at any time to examine the same and determine proper use and compliance with this Agreement.
15. ASSIGNMENT OR SUBLETTING PROHIBITED: HIGHLAND HIGH SCHOOL shall not assign this rental agreement nor sublet the whole or any part thereof without the written consent of BANNOCK COUNTY.
16. TERMINATION: That outside of a termination for breach of contract, either party may terminate the agreement with written 90 days' notice to the other party. In the event of such a breach, and prior to termination, the party alleging the breach must notify the other party in writing and state the nature of the breach, affording the breaching party an opportunity to cure. Except as may be otherwise provided in this Agreement, such breach by either party will result in the other party being responsible to reimburse the non-defaulting party for all costs incurred directly as a result of the violation of this Agreement. It shall be subject to such damages as may be allowed by law, including all attorneys' fees and costs of enforcing this Agreement.
17. GOOD FAITH: BANNOCK COUNTY and HIGHLAND HIGH SCHOOL shall continue to engage in good-faith communication and negotiation during the term of this agreement to help keep costs low for use by HIGHLAND HIGH SCHOOL, while also contemplating the actual costs to BANNOCK COUNTY.
18. ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties.
19. ATTORNEY FEES: If action is brought to enforce the terms or provisions of this lease or to enforce forfeiture for default or to collect damages for breach, the prevailing party in such action shall be entitled to recover from the losing party reasonable attorney fees together with costs authorized by law.
20. NOTICES: Any notice required under this Agreement may be served upon BANNOCK COUNTY by hand delivery or USPS First-Class Mail, to Bannock County Event Center Office at 10588 Fairgrounds Road, Pocatello, ID 83201, and any notice may be served upon HIGHLAND HIGH SCHOOL by hand delivery or USPS First-Class Mail to Doug Hopster, 1800 Bench Road, Pocatello, Idaho 83201. Service of a notice by US Mail shall be deemed complete upon the date of the postmark by US Mail. Either party may change the address for the service of notice by written notice to the other party.

Dated this 21st of May 2026

BANNOCK COUNTY

Scott Crowther, Event Director Date _ _____

BANNOCK COUNTY BOARD OF COMMISSIONERS _____

Date 5/21/26
Jeff Hough, Chairman

Date 5/21/26
Ernie Moser, Commissioner

Date 5/21/26
Ken Bullock, Commissioner

Highland High School

BY: _____ Date: _____

Doug Hopster

BANNOCK COUNTY COMMISSIONERS
 624 E. Center, Pocatello, ID 83201
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 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: Daniel Kendall
 Department: Buildings and Grounds
 Requestor Email: danielk@bannockcounty.gov

Item(s) to be considered:
 Discuss numbers for the Event Center Parking Lot off Venture Way

Date of meeting being requested: 05/21/2026
 Time requested: 5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?
 No

Action Required: Discussion
 Legal/Policy Compliance Reviewed: No

Financial Impact:

Contract/Agreement Begin Date: Contract/Agreement End Date:

List of additional attendees:
 Daniel Kendall

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Requestor Name: Dillon Evans
Department: Solid Waste
Requestor Email: Dillone@bannockcounty.gov

Item(s) to be considered:
Idaho Power Certification of authority

Date of meeting being requested: 05/21/2026
Time requested: 5 Minutes

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

Agreement

Action Required: Signature Only
Legal/Policy Compliance Reviewed: Yes

Financial Impact:
0

Contract/Agreement Begin Date: Contract/Agreement End Date:

List of additional attendees:
Dillon Evans

I, Dillon Evans, the duly authorized and appointed Landfill Operation Manager of Bannock County Solid Waste Department ("Company"), HEREBY REPRESENT, WARRANT, AND CERTIFY to Idaho Power Company the following:

1. That the following persons are authorized and empowered, for and on behalf of the Company, to execute instruments, agreements, certificates, and other documents (collectively "Documents") and to take actions on behalf of the Company, and that Idaho Power Company and its directors, officers, employees, and agents (collectively, the "Idaho Power Company Parties") are entitled to consider and deal with such persons as agents of the Company for all purposes. This certification shall revoke any previously provided information and shall be effective until such time as a new certification is provided to Idaho Power and/or until such time as an authorized officer of the Company shall have delivered to Idaho Power Company a notice in writing stating that such person is longer an agent on behalf of the Company:

Name of Company: Bannock County Solid Waste Department

Name of Projects: Landfill Gas to Energy Project #41365515

Name	Title
Dillon Evans	Landfill Operations Manager
Ernie Moser	Bannock County Commissioner
Jeff Hough	Bannock County Commissioner
Ken Bullock	Bannock County Commissioner

Any Documents executed by the foregoing persons shall be deemed duly authorized by the Company for all purposes.

2. That the following are authorized and empowered, for and on behalf of the Company, to correspond directly with the Idaho Power Company Parties and the Idaho Power Company Parties are entitled to consider and deal with such persons as agents of the Company for such limited correspondence purposes. This certification shall revoke any previously provided information and shall be effective until such time as a new certification is provided to Idaho Power and/or until such time as an authorized officer of the Company shall have delivered to Idaho Power Company a notice in writing stating that such person is no longer an agent on behalf of the Company:

Name of Company: Bannock County Solid Waste Department

Name of Projects: Landfill Gas to Energy Project #41365515

Name	Title
Kristi Klauser, Bannock County	Comptroller
Chris Taylor, Bannock County	LFG System Operator
Aubri Lewis, Bannock County	Landfill Management Assistant
Stephen F. Freiburger, P.E., Paragon Consulting, Inc.	Project Manager
Shawn Benedetti, Paragon Consulting, Inc.	Project Engineer

Notwithstanding the foregoing, in no event shall the persons identified in this paragraph 2 be authorized or empowered, for and on behalf of the Company, to execute any Documents or otherwise legally bind the Company.

IN WITNESS WHEREOF, I have hereunto signed my name this ___ day of _____.

Print Name: _____
Title: Bannock County Commissioner

BANNOCK COUNTY COMMISSIONERS
 624 E. Center, Pocatello, ID 83201
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Requestor Name: Dillon Evans
 Department: Solid Waste
 Requestor Email: Dillone@bannockcounty.gov
 Item(s) to be considered:
 LDS access agreement

Date of meeting being requested: 05/21/2026
 Time requested: 5 Minutes

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

Agreement

Action Required: Signature Only
 Legal/Policy Compliance Reviewed: Yes

Financial Impact:
 0

Contract/Agreement Begin Date: Contract/Agreement End Date:

List of additional attendees:

Dillon Evans

TEMPORARY ACCESS LICENSE AGREEMENT

THIS TEMPORARY ACCESS LICENSE AGREEMENT (this "Agreement") is entered into this ^{21st} day of May 2026 (the "Effective Date"), by and between THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, a Utah corporation sole f/k/a Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, a Utah corporation sole ("Licensor"), and BANNOCK COUNTY ("Licensee"). Licensor and Licensee are sometimes referred to individually as "Party" and collectively as the "Parties."

RECITALS

A. Licensor owns certain real property located in Bannock County, State of Idaho depicted on the map attached hereto as Exhibit A ("Licensor Property").

B. Certain wells are located on the Licensor Property and Licensee desires to obtain a temporary, non-exclusive license (the "License") on, over, and across a portion of the Licensor Property in order to gain access to certain wells on behalf of Bannock County for sampling of groundwater related to the Fort Hall Mine Landfill Groundwater Remediation Program.

C. Licensor is willing to convey the License to Licensee over that limited portion of the Licensor Property necessary to access the wells identified on Exhibit A and to no other portion of the Licensor Property (the "License Area") solely for the purposes set forth herein and subject to and in conformance with the terms and conditions set forth in this Agreement.

TERMS AND CONDITIONS

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and based upon the mutual promises and subject to the conditions set forth below, the Parties agree as follows:

1. **Grant of License.** Licensor hereby conveys to Licensee and its designated agents and representatives ("Licensee's Agents"), without warranty, a temporary, non-exclusive license on, over, and across the License Area for the sole purpose of obtaining groundwater samples from each of the wells identified on Exhibit A (the "License Purpose"). Licensee shall ensure that Licensee's Agents are bound by and comply with the terms and provisions of this Agreement with respect to any entrance upon or use of the License Area by Licensee's Agents.

2. **Acknowledgment.** Licensee acknowledges and agrees that the License Area may be leased to a tenant and that there may be crops growing during the term of the License, and Licensee shall take all precautions and efforts to minimize damage to any crops in carrying out Licensee's activities and shall reimburse Licensor and/or any tenant for damages thereto, as appropriate and as set forth herein.

3. **Access.** Commencing upon execution of this Agreement, upon 24-hours' notice to Licensor prior to entry, Licensee and Licensee's Agents will have the right to enter upon the License Area for the License Purpose and for no other purpose. Licensee and Licensee's Agents will enter upon the License Area at their sole risk and hazard and shall have the right of ingress and egress to and from the License Area on existing roads as designated by Licensor. Licensee hereby releases Licensor from any claims relating to the condition of the License Area and Licensor Property and the entry upon the License Area and Licensor Property by Licensee and Licensee's Agents.

4. **Term, Termination and Remedies.** This Agreement and the License granted hereunder shall automatically terminate upon the occurrence of any of the following, whichever occurs earlier: (i) Seven (7) days after the Effective Date, or (ii) Licensee's completion of the License Purpose. No termination or expiration of

without limitation the addition of Licensor on such policies as an "additional insured" or, as applicable, a "loss payee").

8.1 Liability Insurance. Prior to entering onto the Licensor's Property, or performing any work, Licensee agrees to obtain and maintain a policy of commercial general liability insurance insuring against any and all claims for damage, personal injury, bodily injury, death, property damage occurring on, in, or about the Licensor's Property and the ways immediately adjoining the Licensor's Property, with minimum coverages of at least Five Hundred Thousand and No/100 Dollars (\$500,000.00), per occurrence for claims pursuant to Title 6, Ch. 9, Idaho Tort Claims Act, Three Million and No/100 Dollars (\$3,000,000.00), per occurrence for all other covered liability claims, and with umbrella or excess coverage with minimum limits of not less than Ten Million Dollars (\$10,000,000.00). Licensee shall provide Licensor a Certificate of Insurance evidencing same (and showing that Licensor is a "loss payee" on such policy(ies)).

8.2 Workers' Compensation Insurance. Licensee agrees to maintain and keep in force, during the term hereof, all applicable Workers' Compensation and Employers' Liability Insurance required under applicable Workers' Compensation Acts and/or applicable law.

8.3 Automobile Insurance. Licensee agrees to maintain and keep in force, during the term hereof, Automobile Liability Insurance with a minimum limit of not less than One Million Dollars (\$1,000,000.00) Combined Single Limit per accident, and coverage applying to "Any Auto."

8.4 Waiver. Licensee hereby waives and shall cause their respective insurance carriers to waive any and all rights of subrogation, recovery, claims, actions or causes of action against Licensor for any loss or damage with respect to Licensee's property and the Improvements, including rights, claims, actions and causes of action based on negligence, which loss or damage is (or would have been, had the insurance required by this Instrument been carried) covered by insurance.

9. Confidentiality. Except as required by the License Purpose (or as necessary for the Fort Hall Mine Landfill Groundwater Remediation Program), Licensee agrees that it will not, without express written authorization by Licensor, copy or disclose to others, in whole or in part, any information obtained pursuant to Licensee's activities on Licensor's Property. Without the prior written consent of Licensor, Licensee shall not contact any third party persons/entities regarding Licensor's property or any information gained pursuant to the license granted herein. Licensor may disclose the information or submittals provided by Licensee to any person and/or entity, and the disclosure of the same will not constitute as a waiver of any provision herein nor will it release Licensee of its obligation to maintain confidence. This agreement is subject to disclosure that is required under local, state, or federal law.

10. Liens. Licensee shall keep the Licensor Property free from any liens arising out of any work performed, materials furnished, studies done or obligations incurred by, through, for or under Licensee, and shall indemnify, hold harmless and agree to defend Licensor from any liens that may be placed on the Licensor Property pertaining to any work performed, materials furnished or obligations incurred by, through, for, or under Licensee or any of Licensee's Agents. Any such liens shall be released of record within thirty (30) days.

11. Attorneys Fees. If this Agreement or any provision hereof shall be enforced by an attorney retained by a Party hereto, whether by suit or otherwise, the reasonable fees and costs of the attorney for the prevailing Party shall be paid by the losing Party, including fees and costs incurred upon appeal or in bankruptcy court.

12. Assignability. This Agreement may not be assigned, whether voluntarily or by operation of law, and Licensee shall not permit the use of the License Area, or any part hereof, except in strict compliance with the provisions hereof, and any attempt to do so shall be null and void.

13. **No Public Use/Dedication.** The Licensor Property is and shall at all times remain the private property of Licensor. The use of the Licensor Property is permissive and shall be limited to the express purposes contained herein by Licensee. Neither Licensee, nor its successors or assigns, nor the public shall acquire nor be entitled to claim or assert any rights to the Licensor Property beyond the express terms and conditions of this Agreement.

14. **No Third Party Beneficiaries.** In assuming and performing the obligations of this Agreement, Licensor and Licensee are each acting as independent parties and neither shall be considered or represent itself as a joint venturer, partner, agent, or employee of the other. There is no intent by either Party to create or establish third party beneficiary status or rights in any third party. This Agreement shall not be deemed to confer any rights upon any individual or entity which is not a party hereto, and Licensor and Licensee expressly disclaim any such third-party benefit.

15. **Authorization.** Each individual executing this Agreement represents and warrants that he or she has been duly authorized by appropriate action of the governing body of the Party for which he/she signs to execute and deliver this Agreement in the capacity and for the entity set forth where he/she signs and that as a result of his/her signature, this Agreement shall be binding upon the Party for which he/she signs. Licensor represents that it owns the Licensor Property and has the full right and authority to enter into this Agreement.

16. **Miscellaneous.** This Agreement (including all attached Exhibits) constitutes the entire agreement between the Parties hereto pertaining to the subject matter hereof and all prior and contemporaneous agreements, representations and understandings of the Parties hereto, oral or written, are hereby superseded and merged herein. No supplement, modification or amendment of this Agreement shall be binding unless in writing and executed by the Parties hereto. This Agreement shall be construed in accordance with and governed by the laws of the State of Idaho. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provisions, whether or not similar, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the Party making the waiver. The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions hereof. The Recitals set forth above are incorporated into this Agreement by reference. If any provision of this Agreement or the application thereof to any person, place, or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable, or void, the remainder of this Agreement and such provisions as applied to other persons, places, and circumstances shall remain in full force and effect; provided, however, the invalid provision does not have a materially adverse effect on Licensor. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument. Neither Party shall record this Agreement, nor any memorandum or other written evidence of same, in the real property records of Bannock County, Idaho.

[Signatures to Follow]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

LICENSOR:

THE CHURCH OF JESUS CHRIST OF
LATTER-DAY SAINTS
a Utah corporation sole f/k/a Corporation of the Presiding
Bishop of The Church of Jesus Christ of Latter-day Saints, a
Utah corporation sole

By: _____

Name (Print): _____

Its: Authorized Agent

LICENSEE:

BANNOCK COUNTY

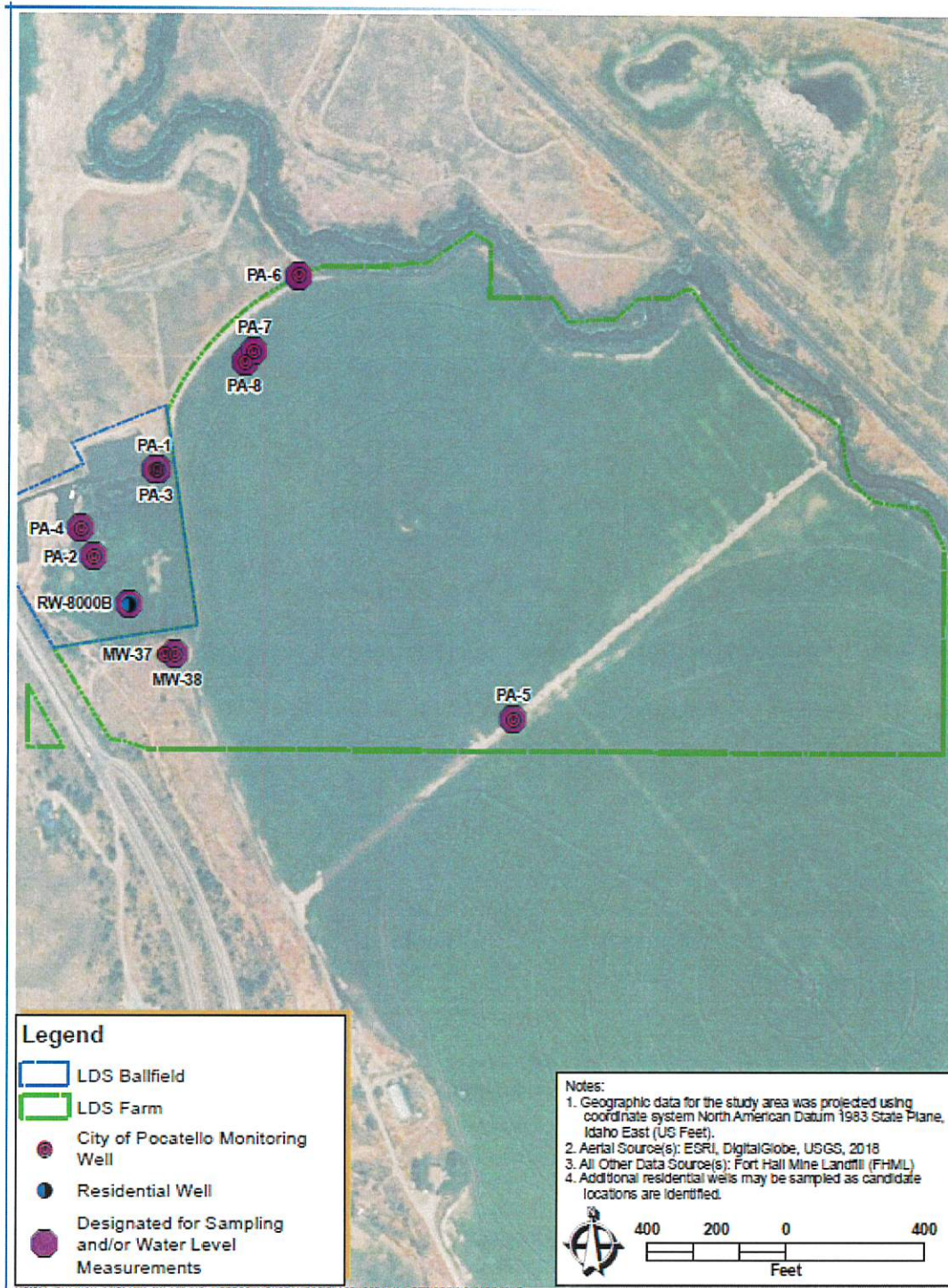
By: _____

Name (Print): Jeff Hough

Its: Commissioner, Chairman

EXHIBIT A

(Depiction of the Licensor Property)



Fort Hall Mine Landfill Site
Pocatello, Idaho

Figure 1
LDS Farmland Well Map

BANNOCK COUNTY COMMISSIONERS

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



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Requestor Name: Kiel Burmester
 Department: Road and Bridge
 Requestor Email: kielb@bannockcounty.gov

Item(s) to be considered:

(2) Western States Sales Agreements / 2 - New 950GC Loaders

Date of meeting being requested: 05/21/2026
 Time requested: 10 Minutes

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

Agreement

Action Required: Decision
 Legal/Policy Compliance Reviewed: Yes

Financial Impact:

\$28,151.44 annual lease payment for 5 years with a buy-back guarantee. Budgeted to replace two leased loaders that are being turned back to Western States.

Contract/Agreement Begin Date: 06/01/2026
 Contract/Agreement End Date: 06/01/2031

List of additional attendees:



SALES AGREEMENT

AGREEMENT: Q000473942-1

AGREEMENT DATE: 5/18/2026

AGREEMENT EXPIRES: 6/13/2026

WAREHOUSE: Pocatello Machine Sales

CUSTOMER NO.: 0530400

CUSTOMER PO:

SALESMAN: Jim E Betty

Pocatello
8403 S. 5th Ave Pocatello, ID 83204
208.232.2640

SOLD TO:
Bannock County Highway Dept
5500 S 5th Ave
Pocatello, ID 83204-2200

SHIP TO:
Office
5500 S 5th Ave
Pocatello, ID 83204-2200

Jim.Betty@wseco.com

ITEM DESCRIPTION

PRICE

2025 Caterpillar 950GC Medium Wheel Loader S/N: M5T08275 ID:E0156823 \$289,159.24

- Governmental Buyback - Governmental Buyback 5 year / 3000 Hour \$175,000
- New Warranty - MS New Warranty 5 year / 3000 HR GFSW

TRADE

2021 Caterpillar 950GC S/N: M5T04507 SMU: 0 hrs (\$175,000.00)
Payoff to Cat Finance \$150,000.00

The trade proposal offered is based on the information you have provided and is contingent on a final inspection before the Agreement is accepted by both parties. If the proposed trade equipment hours increase by 200 hours over what has been specified herein or the inspection reveals an unexpected change in the equipment operation or the equipment, the trade proposal valuation will become invalid. The Trade Proposal will become final upon the execution of this Agreement by WSECO.

Notes

Before Tax Balance	\$114,159.24
Sales Tax	\$0.00
Trade Payoff	\$150,000.00
Downpayment	\$0.00
Net Due	\$264,159.24

Western States Equipment Company

Bannock County Highway Dept

Order Received by _____

Approved and Accepted by _____

Title Regional Sales Manager Date _____

Title Commissioner Date 5/21/26

Warranty Document Received (initial) _____

Trade Ins: All trade-ins are subject to equipment being in as inspected condition by vendor at time of delivery of replacement machine purchase above. Purchaser hereby sells the trade in equipment described above to the vendor and warrants it to be free and clear of all claims, liens, and security interest except as shown above.

Warranty: By initialing above the customer acknowledges that they have received a copy of the Western States Equipment Company/Caterpillar Warranty and has read and understands said warranty. All used equipment is sold as is where is and no warranty is offered or implied except as specified above.

Terms & Conditions: Upon (a) the execution of this Sales Agreement, (b) your oral or physical acceptance of equipment, goods, or services to be performed as detailed in this Sales Agreement, or (c) receipt of equipment or goods, or commencement of services, as described herein, you consent and agree that the purchase of new and used equipment from Western States Equipment Company will be governed solely by Western States Equipment Company's Sales Agreement Terms and Conditions ("Terms and Conditions"), which are available at <https://www.westernstatescat.com/termsandconditions/>. A hard copy of the Terms and Conditions is available upon written request to Western States Equipment Company's Terms and Conditions are hereby incorporated by reference into this Sales Agreement and all other quotes, proposals, estimates, invoices, or documents related to your purchase of new and used equipment from Western States Equipment Company. By purchasing new and used equipment from Western States Equipment Company, you agree to be bound by the Terms and Conditions as exactly written.

The undersigned represents and warrants that he/she is authorized by Customer identified below to bind the Customer to the obligations and duties expressed herein and does so commit Customer to the terms and conditions of Sales Agreement by signing below.

WESTERN STATES EQUIPMENT COMPANY

CUSTOMER: Bannock County

By: _____

By: _____

Print Name: _____

Print Name: Jeff Hough



SALES AGREEMENT

NO.: Q000473942-1

EQUIPMENT DETAILS

6119048 950 GC 01B WHEEL LOADER	6299287 ZCON 950GC LANE 3 1070
5573555 REGIONAL PKG, AM-N	5932886 TIRES, 23.5R25 MA MG302 ** L3
4693139 COUNTERWEIGHT, 1368KG, STD	1S9837 AIR INLET STANDARD, RAIN CAP
6030645 PREMIUM CORP RADIO (12V)	3906000 STEERING SYST, STANDARD
5247645 FAN, STANDARD	5623219 ANTIFREEZE, - 52C (-62F)
3923725 NO TOOLBOX	6176371 QUICK COUPLER, FUSION
5599421 BKTA GP ST 115" 4.00YDS FUS	4892727 WARNING BEACON, LED
3915330 SUN VISOR, REAR	4327325 FENDER, ROADING, NON-METALLIC
5400571 GUARD, POWERTRAIN	6139521 LINKAGE, STD LIFT, MEDIUM
6133427 FRAME, STD OSC	6237107 AXLES, LSD/OPEN
6153178 NO AXLE OIL COOLER	6147297 HYDRAULICS, 2V, W/RIDE CTRL ANSI
6151792 WEATHER PACKAGE, COLD (120V)	6160006 LIGHTS, ROADING, RH TRAFFIC
6285187 LIGHTS, WORKING, 8 LED	6282333 SOUND PACKAGE, STANDARD
6151794 JOYSTICK W/FNR, 2V	6056055 SUSPENSION SEAT, HB, AIR
6037575 SEAT BELT, 3", AUTO-ANTI-CINCH	6128654 LUBRICATION, MANUAL
6151795 QUICK COUPLER READY	8334995 FILM, COUNTRY OF ORIGIN
6362665 PRODUCT LINK, CELLULAR PLE643	4218926 SERIALIZED TECHNICAL MEDIA KIT
0P9003 LANE 3 ORDER	0P4834 ROLL ON-ROLL OFF
0G4129 STORAGE PROTECTION	



Caterpillar Inc.
Peoria, Illinois 61629

Check when information has been entered into the Product Information System through Caterpillar dealer terminal.

DO NOT SEND IF ENTERED INTO P.I.S.

Delivery Service Record

Comprobante Del Servicio de Entrega

D&R CODE	MODEL	MACHINE SERIAL NO.	HOURS	DELIVERY DATE	ENGINE SERIAL NO.
COD. DISTRIB.	MODELO	N/S MAQUINA	HORAS	FECHA DE ENTREGA	N/S MOTOR
H510	950GC	M5T08275	0		

ATTACHMENTS INSTALLED: BUCKET, DOZER, RIPPER, WINCH, CAB, TRANSMISSION, BOOM, STICK, ETC.

ACCESORIOS INSTALADOS: CUCHARON, HOJA, DESGARRADOR, MALACATE, CABINA, TRANSMISION, PLUMA, BRAZO, ETC.

Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P
Serial No. N/S	Serial No. N/S	Serial No. N/S	Serial No. N/S

Customer Name (Please Print) / Nombre del Cliente (con letra de imprenta) Bannock County Highway Dept

Direction postal completa 5500 S 5th Ave Pocatello, ID 83204-2200

Country / país USA

Delivery service on this machine has been completed, including the following items. Check () when each item is completed. El servicio de entrega de esta máquina se ha completado incluso los puntos siguientes, Marque () cada punto que complete.

- 1. Operation Guide delivered with machine and operating controls and warning labels explained to user. Se entregó con la máquina la Guía de Operación y se explicó al usuario la operación de los controles y los rótulos de advertencia.
- 2. Maintenance Guide delivered with machine and maintenance service, fluid levels and adjustments explained to user. Se entregó con la máquina la Guía de Conservación y se explicó al usuario el servicio de conservación, ajustes y nivel de fluidos.
- 3. Parts Book delivered with machine. Se entregó con la máquina el Catálogo de Piezas.
- 4. All items on Delivery Checklist have been completed. Se hizo todo lo indicado en el Comprobante de Entrega (No. de Forma 01-085314-03).

User's Signature / Firma del usuario _____

Dir. Rep. Signature / Firma del representante del distribuidor _____

Delivery Checklist CONTINUED ON REVERSE SIDE

At dealership

- Make sure all pending Safety Product Improvement Programs (PIP) have been completed.
- Make sure all necessary forms and literature are available.
- All decals are installed.
- All attachments are installed/available.
- Install shipping/service lock pins in fire suppression system (if equipped) when transporting machine.

At delivery area with customer (owner, operator):

- Explain Parts Book.
- Explain all warning labels on machine.
- Show location of all serial numbers on machine.

Lubrication and Maintenance.

- Explain Maintenance Guide.
- Instruct how to use lubrication and maintenance chart.
- Show all lubrication points on the machine and attachments.

Lista de Comprobación SIGUE AL DORSO

En la distribuidora

- Asegúrese que se completaron los programas pendientes de mejoras al producto para fines de seguridad (PIP).
- Asegúrese que hay disponibles todas las formas y folletos necesarios.
- Se han puesto todas las etiquetas.
- Todos los accesorios están instalados/disponibles.
- Se han instalado los pasadores de traba para embarques/servicio en el sistema supresor de incendios (si tiene) al transportar la máquina.

En el lugar de entrega con el cliente (propietario, operador).

- Explicar el Catálogo de Piezas.
- Explicar todos los rótulos de advertencia de la máquina.
- Mostrar ubicación de todos los números de serie en la máquina.

Lubricación y Conservación

- Explicar la Guía de Conservación.
- Indicar cómo se utiliza el cuadro de lubricación y conservación.
- Mostrar todos los puntos de lubricación de la máquina y accesorios.

DIGITAL AUTHORIZATION

CATERPILLAR TELEMATICS DATA AND CAT REMOTE SERVICES-SOFTWARE UPDATES PROCESS FOR SELECT PRODUCT LINK TELEMATICS AND CAT EQUIPMENT CONTROL MODULE SOFTWARE.

Customer equipment has installed devices that transmit data to Caterpillar Inc. ("Caterpillar").

Data transmitted to Caterpillar is used in accordance with Caterpillar's Data Governance Statement ("DGS"), which describes Caterpillar's practices for collecting, sharing and using data and information related to customers machines, products, Devices or other Assets and their associated worksites. The DGS can be reviewed at https://www.caterpillar.com/en/legal-notice/data-governance-statement.html .

Caterpillar's process for performing remote diagnostics and making available remote software and firmware updates and upgrades, such as configuration, patches, bug fixes, new or enhanced features, etc., for Assets and Devices is described in the Cat® Remote Services – Software Update Process for select ProductLink™ Telematics and Cat Equipment Control Module Software document (the "RSP Document"). The RSP Document can be reviewed at https://www.cat.com/remoteservicesprocess_ga=2.245276421.1412167159.1561985855-475983137.1559312215.

Company acknowledges and agrees to data transmission to Caterpillar via devices installed on Company equipment or by other means as outlined and described in the DGS, and grants to Caterpillar the right to collect, use, and share such information, including to its Distribution Networks or other affiliates, in accordance with the Caterpillar Data Governance Statement. Company's authorization also applies to any data and information previously collected by Caterpillar.

AGREE [X]

DECLINE []

Company acknowledges and agrees to participate in Remote Services (including, remote diagnostics and remote updates and upgrades) and authorizes Caterpillar to remotely access, program, and install updates and upgrades for Company's Assets and Devices in accordance with the Remote Services Process Document.

AGREE [X]

DECLINE []

The rights granted in this authorization survive the termination or expiration of the Company's subscriptions to any Digital Offerings. Except as set out in a written agreement between Company and Caterpillar expressly referencing the Data Governance Statement, this authorization supersedes and replaces any other authorizations with regard to the subject matter hereof.

FOR DEALER USE ONLY

Company : Bannock County

Company Name (print) :

Company Representative (print) : Jeff Hough

Signature :

Date : 5/21/26

Company UCID :

Company Representative CWS ID :

Main Store Dealer Code :

Dealer Representative Name :

Dealer Representative CWS ID :

Governmental Buyback



Dear Bannock County Highway Dept,

Monday, May 18, 2026

Reference Agreement: Q000473942-1

Please accept this letter as a guarantee for purchase of your Caterpillar machine mentioned in the box below. This guarantee is made in conjunction with the Governmental Failsafe Warranty. We agree to purchase this unit from you at the end of the term for the amount of value based on maximum of S.M.U.'s stated below. If the time period or service meter unit limits are exceeded the above machine will be appraised to determine a new value. Term begins at date of delivery, or start of financial contract.

Model	Serial Number	Term - Amount - Maximum S.M.U.'s
950GC	M5T08275	Governmental Buyback 5 year / 3000 Hour \$175,000

Lessee agrees that each Unit, upon its return, shall:

1. Be in sound mechanical condition and to be in good working order under full load.
2. Have the same attachments and piece parts as when delivered.
3. If machine is equipped with tires: have tires in safe and operable condition with a minimum of (40%) of wear remaining tread life and all of the same style (no recapped tires).
4. If machine is equipped with tracks: have a minimum of forty percent (40%) life remaining on all undercarriage components including track shoes, links, pins and bushings, idlers, bogies, sprockets, carrier rollers, track rollers.
5. Have no cracked or broken glass.
6. Have no missing sheet metal and any damage to sheet metal.
7. Have no structural damage to frame.
8. Have met the full requirement of the warranty procedures, including scheduled oil sampling at the prescribed intervals.
9. Have no damage or modification to machine ROPS (roll over protection structure) per Caterpillar guidelines, repair or replacement of ROPS will be billed at time of return.

We require ninety (90) days written notice if you choose to exercise this guarantee and transfer title of the above-described equipment to Western States Equipment Company.

It is understood that under this agreement that the "terms of return" will be met and/or brought into compliance before this re-purchase agreement will be fully executed. Items that are out of compliance will be repaired and billed to Bannock County Highway Dept.

If you have any questions or if we may be of further assistance, please call.

Sincerely,

Chief Financial Officer

Authorized Signature

Used Equipment Manager



SALES AGREEMENT

AGREEMENT: Q000473555-2

AGREEMENT DATE: 5/18/2026

AGREEMENT EXPIRES: 6/11/2026

WAREHOUSE: Pocatello Machine Sales

CUSTOMER NO.: 0530400

CUSTOMER PO:

SALESMAN: Jim E Betty

Jim.Betty@wseco.com

Pocatello
8403 S. 5th Ave Pocatello, ID 83204
208.232.2640

SOLD TO:
Bannock County Highway Dept
5500 S 5th Ave
Pocatello, ID 83204-2200

SHIP TO:
Office
5500 S 5th Ave
Pocatello, ID 83204-2200

ITEM DESCRIPTION

PRICE

2025 Caterpillar 950GC Medium Wheel Loader S/N: TN700562 SMU: 25 hrs ID:E0157991 \$289,159.24

- Governmental Buyback - Governmental Buyback 5 year / 3000 HR \$175,000
- New Warranty -

TRADE

2021 Caterpillar 950GC S/N: M5T04470 SMU: 0 hrs (\$175,000.00)
 Payoff to Cat Finance \$150,000.00

The trade proposal offered is based on the information you have provided and is contingent on a final inspection before the Agreement is accepted by both parties. If the proposed trade equipment hours increase by 200 hours over what has been specified herein or the inspection reveals an unexpected change in the equipment operation or the equipment, the trade proposal valuation will become invalid. The Trade Proposal will become final upon the execution of this Agreement by WSECO.

Notes

Before Tax Balance	\$114,159.24
Sales Tax	\$0.00
Trade Payoff	\$150,000.00
Downpayment	\$0.00
Net Due	\$264,159.24

Western States Equipment Company

Bannock County Highway Dept

Order Received by _____

Approved and Accepted by _____

Title Regional Sales Manager Date _____

Title Commissioner Date 5/21/26

Warranty Document Received (initial) _____

Trade Ins: All trade-ins are subject to equipment being in as inspected condition by vendor at time of delivery of replacement machine purchase above. Purchaser hereby sells the trade in equipment described above to the vendor and warrants it to be free and clear of all claims, liens, and security interest except as shown above.

Warranty: By initialing above the customer acknowledges that they have received a copy of the Western States Equipment Company/Caterpillar Warranty and has read and understands said warranty. All used equipment is sold as is where is and no warranty is offered or implied except as specified above.

Terms & Conditions: Upon (a) the execution of this Sales Agreement, (b) your oral or physical acceptance of equipment, goods, or services to be performed as detailed in this Sales Agreement, or (c) receipt of equipment or goods, or commencement of services, as described herein, you consent and agree that the purchase of new and used equipment from Western States Equipment Company will be governed solely by Western States Equipment Company's Sales Agreement Terms and Conditions ("Terms and Conditions"), which are available at <https://www.westernstatescat.com/termsandconditions/>. A hard copy of the Terms and Conditions is available upon written request to Western States Equipment Company's Terms and Conditions are hereby incorporated by reference into this Sales Agreement and all other quotes, proposals, estimates, invoices, or documents related to your purchase of new and used equipment from Western States Equipment Company. By purchasing new and used equipment from Western States Equipment Company, you agree to be bound by the Terms and Conditions as exactly written.

The undersigned represents and warrants that he/she is authorized by Customer identified below to bind the Customer to the obligations and duties expressed herein and does so commit Customer to the terms and conditions of Sales Agreement by signing below.

WESTERN STATES EQUIPMENT COMPANY

CUSTOMER: Bannock County

By: _____

By: _____

Print Name: _____

Print Name: Jeff Hough



SALES AGREEMENT

NO.: Q000473555-2

EQUIPMENT DETAILS

950GC 950GC	4892727 WARNING BEACON, LED
6102305 CB RADIO READY	6119048 950 GC 01B WHEEL LOADER
6435737 950 GC 01B WHL LDR AM-N DCA2	6176367 QUICK COUPLER, FUSION
6250479 CERTIFICATE, DOC	5599421 BKTA GP ST 115" 4.00YD3 FUS
5932886 TIRES, 23.5R25 MA MS302 ** L3	6027388 PRODUCT LINK, CELLULAR PL243
6290345 TECHNOLOGY, PAYLOAD READY	4218926 SERIALIZED TECHNICAL MEDIA KIT
0P9001 LANE 1 ORDER	0P4834 ROLL ON-ROLL OFF
0G4129 STORAGE PROTECTION	1S9937 AIR INLET STANDARD, RAIN CAP
3906000 STEERING SYST, STANDARD	3923809 TOOL BOX
4693139 COUNTERWEIGHT, 1368KG, STD	5247645 FAN, STANDARD
5573555 REGIONAL PKG, AM-N	5623218 ANTIFREEZE, -34C (-29F)
6030645 PREMIUM CORP RADIO (12V)	6037575 SEAT BELT, 3", AUTO-ANTI-CINCH
6056055 SUSPENSION SEAT, HB, AIR	6124885 HYDRAULICS, 3V RC ANSI
6124869 SINGLE AXIS LEVERS W/FNR, 3V	6128654 LUBRICATION, MANUAL
6133427 FRAME, STD OSC	6139521 LINKAGE, STD LIFT, MEDIUM
6151792 WEATHER PACKAGE, COLD (120V)	6151795 QUICK COUPLER READY
6153178 NO AXLE OIL COOLER	6160006 LIGHTS, ROADING, RH TRAFFIC
6237107 AXLES, LSD/OPEN	6282333 SOUND PACKAGE, STANDARD
6285184 LIGHTS, WORKING, 4 HALOGEN	



STANDARD WARRANTY AND APPLICATION FOR EXTENDED COVERAGE FOR CATERPILLAR PRODUCTS

Customer's Name: Bannock County Highway Dept				
Customer's Address: 5500 S 5th Ave Pocatello, ID 83204-2200				
Model 950GC	Product Description 950GC Medium Wheel	Hour Meter 25	Serial Number TN700562	Delivery Date
<p>Standard Warranty applicable based on manufacturer's guidelines and subject to all applicable manufacturer's terms and conditions</p> <p><i>Upon request, Western States Equipment Company shall provide Customer a copy of the applicable manufacturer's warranty</i></p>				
<p>Extended Warranty:</p> <p>New Warranty -</p> <p><i>Upon request, Western States Equipment Company shall provide Customer a copy of the applicable manufacturer's extended warranty.</i></p>				

Purchase Application <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> FORESTRY <input type="checkbox"/> WASTE <input type="checkbox"/> GOVERNMENTAL <input type="checkbox"/> AG	PURCHASER NAME	DATE MACHINE SOLD	DATES INSPECTION COMPLETED & APPROVED	
	ADDRESS (STREET, RR)	(CITY/TOWN)	(STATE)	(ZIP CODE)
	TRANSFER HOUR METER READING	SIGNATURE OF NEW BUYER	DEALER CONFIRMATION	

Subject to the above described standard warranty and extended warranty, as applicable, customer acknowledges the above-described equipment and attachments to be in good, safe, and serviceable condition, and customer accepts the equipment and attachments "as is, where is" and "with all faults", regardless of defects, latent or otherwise. Western States Equipment Company makes no warranty whatsoever with respect to the equipment and attachments, including any (a) warranty of merchantability; (b) warranty of fitness for a particular purpose; (c) warranty of title; or (d) warranty against infringement of intellectual property rights of a third party; whether arising by law, course of dealing, course of performance, usage of trade or otherwise. Customer acknowledges that it has not relied upon any representation or warranty made by Western States Equipment Company, or any other person on Western States Equipment Company's behalf. Although Western States Equipment Company may administer warranties issued by a manufacturer or third-party entity, customer acknowledges and agrees that (1) any express warranties by such manufacturer or third party entity are not the responsibility of Western States Equipment Company; (2) such manufacturer or third-party entity's warranty may contain limitations; and (3) customer may incur certain repair, transportation or other charges by Western States Equipment Company which are not covered by such manufacturer or third-party entity's warranty. Any warranty by Western States Equipment Company shall be null and void and have no legal effect if customer fails to pay any amounts due for the equipment or attachments.

ACKNOWLEDGEMENTS: I have read and understand the terms, including limitations and exclusions, of Standard or Extended Coverage, and understand that such is not insurance. I further understand that the Extended Coverage applied for herein is not effective unless and until I pay the applicable charge for any Extended Coverage.

Customer Name: Bannock County
 By: _____
 Print Name: Jeff Hough

Western States Equipment Company
 By: _____
 Print Name: _____



Caterpillar Inc.
Peoria, Illinois 61629

Check when information has been entered into the Product Information System through Caterpillar dealer terminal.

DO NOT SEND IF ENTERED INTO P.I.S.

Delivery Service Record Comprobante Del Servicio de Entrega

DLR. CODE	MODEL	MACHINE SERIAL NO.	HOURS	DELIVERY DATE	ENGINE SERIAL NO.
COD. DISTRIB.	MODELO	N/S MAQUINA	HORAS	FECHA DE ENTREGA	N/S MOTOR
H510	950GC	TN700562	25		

ATTACHMENTS INSTALLED: BUCKET, DOZER, RIPPER, WINCH, CAB, TRANSMISSION, BOOM, STICK, ETC.

ACCESORIOS INSTALADOS: CUCHARON, HOJA, DESGARRADOR, MALACATE, CABINA, TRANSMISION, PLUMA, BRAZO, ETC.

Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P	Mfr. & Model or Part No, Fabricante y Modelo o N/P
Serial No. N/S	Serial No. N/S	Serial No. N/S	Serial No. N/S

Customer Name (Please Print) / Nombre del Cliente (con letra de imprenta) **Bannock County Highway Dept**

Direction postal completa **5600 S 5th Ave Pocatello, ID 83204-2200**

Country / país **USA**

Delivery service on this machine has been completed, including the following items. Check () when each item is completed. El servicio de entrega de esta máquina se ha completado incluso los puntos siguientes, Marque () cada punto que complete.

- 1. Operation Guide delivered with machine and operating controls and warning labels explained to user. Se entregó con la máquina la Guía de Operación y se explicó al usuario la operación de los controles y los rótulos de advertencia.
- 2. Maintenance Guide delivered with machine and maintenance service, fluid levels and adjustments explained to user. Se entregó con la máquina la Guía de Conservación y se explicó al usuario el servicio de conservación, ajustes y nivel de fluidos.
- 3. Parts Book delivered with machine. Se entregó con la máquina el Catálogo de Piezas.
- 4. All items on Delivery Checklist have been completed. Se hizo todo lo indicado en el Comprobante de Entrega (No. de Forma 01-085314-03).

User's Signature / Firma del usuario

Dir. Rep. Signature / Firma del representante del distribuidor

Delivery Checklist CONTINUED ON REVERSE SIDE

At dealership

- Make sure all pending Safety Product Improvement Programs (PIP) have been completed.
- Make sure all necessary forms and literature are available.
- All decals are installed.
- All attachments are installed/available.
- Install shipping/service lock pins in fire suppression system (if equipped) when transporting machine.

At delivery area with customer (owner, operator):

- Explain Parts Book.
- Explain all warning labels on machine.
- Show location of all serial numbers on machine.
- Lubrication and Maintenance.**
- Explain Maintenance Guide.
- Instruct how to use lubrication and maintenance chart.
- Show all lubrication points on the machine and attachments.

Lista de Comprobación SIGUE AL DORSO

En la distribuidora

- Asegúrese que se completaron los programas pendientes de mejoras al producto para fines de seguridad (PIP).
- Asegúrese que hay disponibles todas las formas y folletos necesarios.
- Se han puesto todas las etiquetas.
- Todos los accesorios están instalados/disponibles.
- Se han instalado los pasadores de traba para embarque/servicio en el sistema supresor de incendios (si tiene) al transportar la máquina.

En el lugar de entrega, con el cliente (propietario, operador).

- Explicar el Catálogo de Piezas.
- Explicar todos los rótulos de advertencia de la máquina.
- Mostrar ubicación de todos los números de serie en la máquina.
- Lubricación y Conservación**
- Explicar la Guía de Conservación.
- Indicar cómo se utiliza el cuadro de lubricación y conservación.
- Mostrar todos los puntos de lubricación de la máquina y accesorios.

DIGITAL AUTHORIZATION

CATERPILLAR TELEMATICS DATA AND CAT REMOTE SERVICES-SOFTWARE UPDATES PROCESS FOR SELECT PRODUCT LINK TELEMATICS AND CAT EQUIPMENT CONTROL MODULE SOFTWARE.

Customer equipment has installed devices that transmit data to Caterpillar Inc. ("Caterpillar").

Data transmitted to Caterpillar is used in accordance with Caterpillar's Data Governance Statement ("DGS"), which describes Caterpillar's practices for collecting, sharing and using data and information related to customers machines, products, Devices or other Assets and their associated worksites. The DGS can be reviewed at <https://www.caterpillar.com/en/legal-notices/data-governance-statement.html>.

Caterpillar's process for performing remote diagnostics and making available remote software and firmware updates and upgrades, such as configuration, patches, bug fixes, new or enhanced features, etc., for Assets and Devices is described in the Cat® Remote Services – Software Update Process for select ProductLink™ Telematics and Cat Equipment Control Module Software document (the "RSP Document"). The RSP Document can be reviewed at https://www.cat.com/remoteservicesprocess_ga=2.245276421.1412167159.1561985855-475983137.1559312215.

Company acknowledges and agrees to data transmission to Caterpillar via devices installed on Company equipment or by other means as outlined and described in the DGS, and grants to Caterpillar the right to collect, use, and share such information, including to its Distribution Networks or other affiliates, in accordance with the Caterpillar Data Governance Statement. Company's authorization also applies to any data and information previously collected by Caterpillar.

AGREE

DECLINE

Company acknowledges and agrees to participate in Remote Services (including, remote diagnostics and remote updates and upgrades) and authorizes Caterpillar to remotely access, program, and install updates and upgrades for Company's Assets and Devices in accordance with the Remote Services Process Document.

AGREE

DECLINE

The rights granted in this authorization survive the termination or expiration of the Company's subscriptions to any Digital Offerings. Except as set out in a written agreement between Company and Caterpillar expressly referencing the Data Governance Statement, this authorization supersedes and replaces any other authorizations with regard to the subject matter hereof.

FOR DEALER USE ONLY

Company : Bannock County
Company Name (print) : _____
Company Representative (print) : Jeff Hough
Signature : _____
Date : 5/21/26

Company UCID : _____
Company Representative CWS ID : _____
Main Store Dealer Code : _____
Dealer Representative Name : _____
Dealer Representative CWS ID : _____

Digital Offerings

First Name

Last Name

Email

Phone

Company

WHAT WOULD YOU LIKE ACCESS TO?

- VisionLink® (fleet management)
- Parts.Cat.Com/Cat® Central (buy parts online)
- Cat® Inspect (paperless inspection platform)
- Cat® SOS Manager (oil samples)
- Cat® Rental Store (manage equipment rentals)
- Cat® SIS (service & parts information)

Governmental Buyback



Dear Bannock County Highway Dept,

Monday, May 18, 2026

Reference Agreement: Q000473555-2

Please accept this letter as a guarantee for purchase of your Caterpillar machine mentioned in the box below. This guarantee is made in conjunction with the Governmental Failsafe Warranty. We agree to purchase this unit from you at the end of the term for the amount of value based on maximum of S.M.U.'s stated below. If the time period or service meter unit limits are exceeded the above machine will be appraised to determine a new value. Term begins at date of delivery, or start of financial contract.

Model	Serial Number	Term - Amount - Maximum S.M.U.'s
950GC	TN700562	Governmental Buyback 5 year / 3000 HR \$175,000

Lessee agrees that each Unit, upon its return, shall:

1. Be in sound mechanical condition and to be in good working order under full load.
2. Have the same attachments and piece parts as when delivered.
3. If machine is equipped with tires: have tires in safe and operable condition with a minimum of (40%) of wear remaining tread life and all of the same style (no recapped tires).
4. If machine is equipped with tracks: have a minimum of forty percent (40%) life remaining on all undercarriage components including track shoes, links, pins and bushings, idlers, bogies, sprockets, carrier rollers, track rollers.
5. Have no cracked or broken glass.
6. Have no missing sheet metal and any damage to sheet metal.
7. Have no structural damage to frame.
8. Have met the full requirement of the warranty procedures, including scheduled oil sampling at the prescribed intervals.
9. Have no damage or modification to machine ROPS (roll over protection structure) per Caterpillar guidelines, repair or replacement of ROPS will be billed at time of return.

We require ninety (90) days written notice if you choose to exercise this guarantee and transfer title of the above-described equipment to Western States Equipment Company.

It is understood that under this agreement that the "terms of return" will be met and/or brought into compliance before this re-purchase agreement will be fully executed. Items that are out of compliance will be repaired and billed to Bannock County Highway Dept.

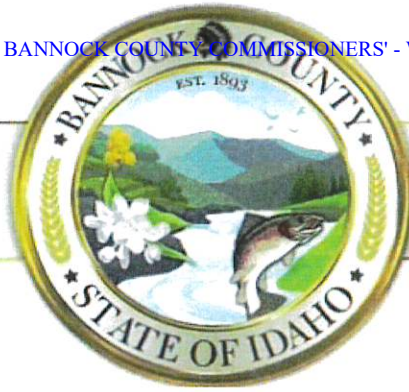
If you have any questions or if we may be of further assistance, please call.

Sincerely,

Chief Financial Officer

Authorized Signature

Used Equipment Manager



BANNOCK COUNTY COMMISSIONERS
624 E. Center, Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 234-7363

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 by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Matthew K. Phillips / Human Resources & Risk Management

Item to be considered/background:

Supplemental drone insurance policy for mosquito abatement drone. Current coverage includes general liability, but air frame property coverage being considered.

Financial Impact (Total Cost/Funding Source):

\$3,768.00 From 148273 42400

How much time will be needed? Meeting date requested: Action Required:

5 Minutes 5/21/26 Discussion

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 & Buddy Romriell, Public Works; Kristi Klauser, Comptroller

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

Commissioner Office Only:
Date: 5/21/26 Time: _____



Insurance Quote

Dear: Jodi LeGault, Mutual Insurance Associates, Inc.

Date: May 18, 2026

Attached please find Carrier quotation RPS has secured on your behalf for the below mentioned risk.

Insured: Bannock County DBA: Bannock County Event Center
Insured ID: 78435953

RPS Reference #: 8974282B

Mailing Address: 624 E Center St Ste #214 Pocatello, ID 83201

Physical Address: 624 E Center St Ste #214, Pocatello, ID 83201

Carrier: Kinsale Insurance Company / Non-Admitted

AM Best Rating: A XIII

Policy Period: 5/18/2026 to 10/31/2026

Coverage: Aviation - Aircraft Hull and/or Liability

TIV: per Carrier terms attached

Limit: per Carrier terms attached

Rate: per Carrier terms attached

Policy Premium: \$3,195.00

Fees (fully earned):

Carrier Fee \$150.00

Broker Fee - RPS \$350.00

Taxes: **Home State:** ID

Surplus Lines Tax \$55.00

Stamping Office Fee \$18.00

TOTAL: \$3,768.00

THE PREMIUM ABOVE DOES NOT INCLUDE TERRORISM COVERAGE. IF THE INSURED ELECTS TO PURCHASE TERRORISM COVERAGE THE ADDITIONAL PREMIUM WILL BE PLUS SURPLUS LINES TAX OF .

Commission: 10%

Minimum Earned Premium: 25%

Conditions/Subjectivities: per Carrier terms attached
 See carrier quote for binding contingencies

Please note:

- You are responsible for reviewing and explaining the coverage to the client, including any options, available or not from our office. The terms hereon are not fully described and no assumption should be made as to the adequacy of the coverage of the risk to the client.
- You are not an Agent of the insurer, and as such, cannot bind coverage nor make any commitments on behalf of the insurer, nor of us. This policy cannot be assigned to another without the written consent of the insurer or their Agent.
- Insurance companies will not approve binding until all subjectivities (except inspections) have been received and accepted.
- This document is a representation of the Carrier's quotation and is subject to all premiums, limits, terms, conditions and exclusions as set forth by the carrier.
- If this policy is issued on a non-admitted basis, your office is responsible for completing, collecting and delivery to RPS any required surplus lines forms, taxes and fees from the insured at time of Binding. RPS will remit the applicable taxes and forms to the state. If this policy is subject to the surplus lines laws in your state, you should make every effort to comply with any special provisions and regulations of your state.
- You are responsible for the issuance and review of Certificates of Insurance (COI). COIs cannot amend or alter the terms provided herein.
- At binding, you are responsible for billing and collecting from the Insured the premium and fees quoted and remitting to RPS. Accounts with payments that are overdue and are not received within this time frame are subject to cancellation.
- By binding you commit to any provisions contained hereon, such as Minimum Earned Premiums. There are no flat cancellations allowed.

Please advise in writing if you would like to bind coverage per the attached terms and conditions. Should you have any questions please give us a call. Thank you for the opportunity to work on your business!

Sincerely,
Jeff Webb
Area Vice President/Sales Manager
Risk Placement Services, Inc. - Salt Lake City
Phone: (801) 983-9768
Email: Jeff_Webb@rpsins.com

THE SURPLUS LINE ASSOCIATION OF IDAHO, INC. SUBMISSION FORM 101

595 South 14th Street, Boise, Idaho 83702
208.336.2901 / 866.805.4978 (Fx) 208.336.2901 www.idahosurplusline.org

The following statement of insurance written or proposed to be written with non-admitted insurers is hereby submitted to the Surplus Line Association of Idaho for approval as a risk qualified under Idaho Surplus Line Code and the Rules of the Department of Insurance.

Certificate/Policy No. _____ Date Policy Recvd by SL Broker _____

1. Name: Resident Idaho SL Broker _____

2. Name: Non-Res Idaho SL Broker _____ Non Res Idaho Lic # _____

3. Name: Producing Agent Mutual Insurance Associates, Inc. If Non Resident: Idaho Lic # _____

4. Insurers (Include percent ages of ea t o equal 1 0 0%) Kinsale Insurance Company

5. Insured Name & Address (Locat ion of Risk must be Idaho Address) Bannock County 10588 Fairgrounds Drive
, Pocatello, ID 83201

6. Open Lines for Export - Risk Code _____
See DOI Rule 18.01.18 IF RISK IS NOT ON APPROVED LIST, ENTER DETAILED DESCRIPTION OF RISK ABOVE AND EXECUTE AFFIDAVIT BELOW

7. Ef fect ive Policy Date is _____ for the term of _____ day(s)

8. Premium of \$ \$3,695.00 (include policy fees, inspection fees, etc) and Idaho PremiumTax of \$ \$55.00 and
Stamping Fee of \$ \$18.00 has been collected f rom the insured.

AFFIDAVIT of DILIGENT SEARCH

To the Department of Insurance: I have been unable to secure insurance (indicate class of risk)_____ for the above insured from at least three companies Admitted to transact this class of insurance business in the State of Idaho and therefore have secured the protection through a Non-Admitted company(s) in accordance with Chapter 12 Title 41, Idaho Insurance Code and related Rules, and the By-laws and Rules of the Surplus Line Association of Idaho. The conditions for export as outlined in Code section 41-1214 and Rule 18.01.18 have been met. The insured has been informed that this contract is issued pursuant to the Idaho Insurance Laws by an insurer not licensed by the Idaho Department of Insurance nor covered by the Guaranty Fund. **The Endorsement of Contract is imprinted on the insured's policy in Red Ink with at least 10 pt Bold type and bears the name of procuring S/L Broker.**

SL Broker's Signature _____

or

Producer's Signature _____

Kinsale Insurance Company

A.M. Best Company Rating: A (Excellent)
 Financial Size Category: XIV

Risk Placement Services - Salt Lake, UT - Angie Fronk

QUOTE

RE: Bannock County
 624 E Center St Ste 214
 Pocatello, ID 83201

Submission #:07132649
 Quote Letter #:26458711
 Quote Date:05/18/2026

We are pleased to offer the following quote. This quote is valid until 05/18/2026 unless extended and agreed to in writing by us. Please read carefully as the terms and conditions of coverage may differ from those requested. **THIS IS NOT A BINDER OF INSURANCE.**

Company: Kinsale Insurance Company

Policy Term: 05/18/2026 - 10/31/2026

Coverage Form: AVN Drone Operators - Occurrence + Hull/Physical
 Damage

Retro Date: n/a

Description Of Operations: UAS/Drone Operator - Agricultural Application

Limits:	
Each Occurrence Limit	\$1,000,000
Damages to Premises Rented to You Limit	\$100,000
Medical Expense Limit	Excluded
General Aggregate Limit	\$2,000,000
Products / Completed Operations Aggregate Limit	\$2,000,000
Aggregate Hull Loss Limit	\$42,000
Deductible:	
Per Occurrence	\$1,000
Hull - Per Loss	\$1,000
** Deductibles apply to all coverages, damages, and expenses.	
Sublimits:	
Chemical Application - Target Crop	\$100K / \$100K
Coverage Enhancements:	
Scheduled Policy Termination Notice to Third Party	
Additional Insured	
Premium	\$3,195
Company Fees	\$150
Total Due at Inception	\$3,345
Minimum Earned Premium At Binding	25.00%
Minimum Deposit Premium	100.00%
	PLUS Broker Fee and taxes

Company Fees are fully earned.

Premium is 100.00% minimum and deposit.

Minimum Premium applies.

Taxes, fees and surcharges are the responsibility of the broker.

If this quote indicates the policy is subject to audit, then the initial premium payable at inception is considered an estimated and deposit premium only; we may conduct a premium audit on or about the cancellation or expiration date of the policy to determine the actual earned premium based on the amount of risk exposure during the policy term. Any refusal or failure by you to maintain, provide records, or to allow us to conduct an audit of such records, will result in the application of the Audit Noncompliance Charge Factor (if listed on this quote), or our calculating a final audit premium based on information available to us.

Basis of Premium

<u>Class Description</u>	<u>Exposure Base</u>	<u>Exposure Units</u>	<u>Rate</u>
UAS/Drone - Over 55 lbs. at Takeoff	per \$100 of value	40,000.00	4.1250
UAS Support Equipment	per \$100 of value	1,111.00	4.0504
Drone Operator - Aerial crop dusting or spraying	Per Flight Hour	35.00	.5714

Scheduled Drones & Support Equipment

2023 Hyllo AG 230

Serial Number	100237
UAS Value	\$40,000
Premium	\$1,650

Herelink Controller HX406211

Serial Number	HX4062113601254
Support Equipment Value	\$1,111
Premium	\$45

Scheduled Pilots

<u>Name</u>	<u>License Number</u>
Dana Evans	5087873

Policy Terms and Conditions - please review policy for complete details

Contingencies:

This Quote is subject to our receipt and acceptance of the following items:

- 1) Subject to a copy of FAA Part 137 Agricultural/Aircraft Operations Certificate.
- 2) Subject to receipt of 5 year company loss runs valued within 60 days of the effective date upon binding. Any additional adverse loss activity not currently reported to us may affect our pricing and/or acceptability of this risk.
- 3) Subject to FAA registration number for all scheduled drones.
- 4) Subject to currently signed, dated and completed Kinsale No Known Loss Letter.

Comments:

ADF9027 (Policy Termination Notice to Third Party) can be included for no a/p. Please provide a list of third parties at binding. Entities can also be added during the policy year for no a/p.

Exclusions and Endorsements:

ADF9013-1125 - Notice - Where to Report a Claim
 ADF4001-0110 - Schedule of Forms
 ADF2001-0824 - Non-Stacking Endorsement - Sublimits
 ADF4002-0824 - Basis of Premium
 AVN4008-0424 - Amended Definition of Unmanned Aerial System - Special Exemptions
 AVN4009-0923 - Limitation - Independent Contractors or Subcontractors
 AVN4010-0923 - Contractual Liability Limitation
 CAS4018-1121 - Additional Policy Provisions - Premium
 ADF3010-0110 - Exclusion- Nuclear, Biological or Chemical Materials
 ADF3011-0115 - Exclusion of Other Acts of Terrorism Committed Outside the United States; Exclusion of Punitive Damages Related to a Certified Act of Terrorism; Cap on Losses from Certified Acts of Terrorism
 ADF3017-0622 - Exclusion - Biometric Information Privacy Laws
 AVN3004-0923 - Exclusion - New York
 AVN3005-0923 - Exclusion - West Virginia
 AVN3016-0923 - Exclusion - Injury to Independent Contractors
 AVN3020-0923 - Exclusion - Prior Work (Policy inception or date that continuous Drone coverage has been in force as evidenced by currently valued loss runs)
 AVN3034-0923 - Exclusion - Medical Payments - Unmanned Aerial Systems
 AVN3036-0324 - Absolute Exclusion - Perfluoroalkyl And Polyfluoroalkyl Substances (PFAS)
 AVN5000-0923 - Waiver of Transfer of Rights of Recovery Against Others to Us (Waiver of Subrogation) - Automatic
 AVN5002-0923 - Additional Insured As Required By Written Contract - Trade Event - Primary and Non-Contributory
 AVN5005-0923 - Additional Insured - Primary And Non-Contributory Endorsement
 AVN5009-0923 - Additional Insured As Required By Written Contract - Managers Or Lessors Of Premises
 AVN5010-0923 - Additional Insured As Required by Written Contract - Mortgagee, Assigner, Or Receiver
 AVN5011-0923 - Additional Insured - Lessor Of Leased Equipment - Automatic Status When Required In Lease Agreement With You
 AVN5012-0923 - Additional Insured - State or Governmental Agency or Subdivision or Political Subdivision - Permits - Blankets
 ADF9010-0321 - Notice of Terrorism Insurance Coverage
 IL0985-1220 - Disclosure Pursuant to Terrorism Risk Insurance Act
 ADF9004-0110 - Signature Endorsement
 ADF9009-0110 - U.S. Treasury Department's Office of Foreign Assets Control (OFAC) Advisory Notice to Policyholders
 AVN0007-0225 - Unmanned Aerial Systems Hull and Operations Liability Coverage Form
 AVN1006-1122 - Unmanned Aerial Systems Hull and Operations Liability Declarations
 AVN2019-0923 - Amended Limits of Insurance - Chemical Application Liability with Target Crop - Supplementary Payments Within Sublimits

This quote is subject to the specified conditions and may be withdrawn at any time prior to acceptance and in no event will it remain open beyond the quote expiration date unless extended by us in writing. Changes in classifications, operations, exposure or risk specific information require notification to us and may result in changes to this quote. Coverage may not be bound without written confirmation from us. By accepting this quote, you consent to receiving the policy electronically. You agree that such electronic delivery satisfies any legal requirement that such delivery be in writing.

Once bound, coverage may not be cancelled flat. If you cancel coverage or the policy, the greater of the minimum earned premium or the 10% short-rate penalty will apply.

Kinsale Insurance Company
P. O. Box 17008
Richmond, VA 23226
(804) 289-1300

NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the federal Terrorism Risk Insurance Act, as amended ("the Act"), the Company must make available insurance coverage for losses arising out of acts of terrorism, as defined in Section 102(1) of the Act. This Policy includes such coverage for damages arising out of certified acts of terrorism and is limited by the terms, conditions, exclusions, limits, other provisions of the coverage quote or renewal application/questionnaire to which this offer is attached and by the Policy, any endorsements to the Policy and generally applicable rules of law.

The term "act of terrorism" means any act that is certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security, and the Attorney General of the United States to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM FOR WHICH THIS POLICY PROVIDES COVERAGE MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. UNDER THE FORMULA, BEGINNING ON JANUARY 1, 2020, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 80% OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE.

NO PREMIUM IS CHARGED FOR THIS COVERAGE NOR IS ANY CHARGE MADE FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT, AS WELL AS INSURERS' LIABILITY FOR LOSSES, RESULTING FROM CERTIFIED "ACTS OF TERRORISM" WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

COVERAGE FOR "INSURED LOSSES" AS DEFINED IN THE ACT IS SUBJECT TO THE COVERAGE TERMS, CONDITIONS, AMOUNTS AND LIMITS IN THIS POLICY APPLICABLE TO LOSSES ARISING FROM EVENTS OTHER THAN "ACTS OF TERRORISM".



No Known Loss Letter

This letter must be signed by an authorized representative of the first Named Insured.

Date:			
Re: (check one)	<input type="checkbox"/> Application	<input type="checkbox"/> Policy	Policy Number (if applicable):
ENTITY NAME:			
AUTHORIZED REPRESENTATIVE:			(Printed Name)
AUTHORIZED REPRESENTATIVE:			(Signature)
AUTHORIZED REPRESENTATIVE:			(Title)

The Authorized Representative of the applicant/Insured indicated above declares and warrants that he/she is duly authorized to make these statements on behalf of the Entity listed above and on behalf of all insureds under the coverage being applied for and/or the Policy listed above.

The applicant/Insured indicated above declares and warrants that after a diligent inquiry and review that no claims or suits have been made against the Entity named above, except as noted below. Additionally, the person named above as authorized representative further declares that he/she has no knowledge of any occurrence, incident, circumstance, event, happening, offense, act, error or omission which might give rise to a claim under the coverage being applied for and/or under the Policy listed above.

The applicant/Insured declares and warrants that the statements set forth herein are true and complete, that no material fact(s) has been omitted or misstated, and that this declaration is made part of this Policy, if issued. Additionally, the applicant/Insured makes this statement as an inducement to Kinsale Insurance Company to provide coverage to it/them, or, to continue the coverage under the Policy listed above, and, understands that Kinsale Insurance Company reserves the right to deny coverage for any claim or, to rescind any Policy *ab initio*, including the Policy listed above, that is issued as a result of this letter, if the statements set forth in this letter and in any attachments to this letter are erroneous for any reason.

DECLARATION OF INCIDENTS, CIRCUMSTANCES, EVENTS, HAPPENINGS, OFFENSES, ACTS, ERRORS, OMISSIONS OR OCCURRENCES WHICH MIGHT GIVE RISE TO A CLAIM UNDER THE COVERAGE APPLIED FOR AND/OR UNDER THE POLICY LISTED ABOVE: (Provide all pertinent information including but not limited to, date of incident, description, status, amounts paid, etc.)



Proclamation

WHEREAS, Memorial Day is a time for all citizens to honor and remember the heroes who have fallen in service to our nation and to pay a debt of gratitude for the freedoms they secured; and

WHEREAS, Since 2004, The Idaho Field of Heroes Memorial has stood as a one-of-a-kind tribute to every United States service member who has died or missing in action since September 11, 2001; and

WHEREAS, 2026 marks ~~is~~ the seventh year in which The Idaho Field of Heroes Memorial will honor Military K-9s lost in combat; and

WHEREAS, This year marks the 22nd Anniversary of the Idaho Field of Heroes Memorial, held at Century High School's Soccer Field, with a dramatic visual display of white crosses and Stars of David ~~to~~ representing each service member, with 7,086 markers symbolizing 7,086 lives; and

WHEREAS, Words alone are insufficient to express the depths of our gratitude for the brave men and women of our Armed Forces and their families, who have paid the ultimate sacrifice in defense of the freedoms we cherish; and

WHEREAS, We recognize the lasting impact of war and the silent wounds borne by many service members who are now veterans, including the tragic triad of substance abuse, homelessness, and suicide. We honor those who continue to courageously fight those battles after returning home, and those who ultimately succumbed to the weight of their silent wounds; we remember you – you are not forgotten. We honor the lives of those lost and remember the sacrifice of all who served on the battlefield alongside their brothers and sisters in arms. We see you, we support you, we honor the promise to never forget; and

NOW, THEREFORE, We, the Bannock County Commissioners, Ernie Moser, Jeff Hough, and Ken Bullock do hereby proclaim, May 22 through May 25, 2026, as

Idaho Field of Heroes Memorial Days

We encourage all citizens to join us in our pledge to never forget the brave men and women who have defended the freedoms of the United States of America and to celebrate her 250th birthday with us this year.

IN WITNESS WHEREOF, We hereby set our hands on this 21st day of May, in the year two thousand twenty-six.

Jeff Hough - Chairman
Bannock County Commissioner

Ernie Moser
Bannock County Commissioner

Ken Bullock
Bannock County Commissioner

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: Lori Spencer
 Department: District VI Juvenile Detention
 Requestor Email: lorir@bannockcounty.gov
 Item(s) to be considered:
 Food Service Agreement Contract (annual renewal)

Date of meeting being requested: 05/21/2026
 Time requested: 5 Minutes

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

Contract

Action Required: Signature Only
 Legal/Policy Compliance Reviewed: Yes

Financial Impact:

We have a contract with the Jail to provide meals for our residents at a cost of \$2.40 for each meal. This contract has been signed by Seth Scott (Director of the Juvenile Detention Center) Summit (provides the meals at the jail) and Jonathan Radford (County Prosecutor)

Contract/Agreement Begin Date: 07/01/2026
 Contract/Agreement End Date: 06/30/2027

List of additional attendees:

None

Food Service Agreement Contract

THIS AGREEMENT is made and entered into between Bannock County Jail / Summit and D6JDC
(Meal Provider) (NSLP Sponsor)

WHEREAS the Bannock County Jail / Summit agrees to supply unitized meals (inclusive ~~exclusive~~) of milk to
(Meal Provider) (Circle one)

D6JDC for the rates herein listed:
(NSLP Sponsor)

Breakfast	\$ <u>2.40</u>	each	Lunch	\$ <u>2.40</u>	each
Snacks	\$ _____	each	Supper	\$ <u>2.40</u>	each

It is further agreed that BCJ / Summit pursuant to the provisions of the Code of Federal Regulations
(Meal Provider)

(CFR 210) for the National School Lunch Program will assure that said meals meet the minimum meal pattern requirements as to components and portion sizes, and will maintain full and accurate records that the D6JDC
(NSLP Sponsor)

needs to fulfill its responsibility to document the purchase and provision of reimbursable meals. Records include but are not limited to copies of standardized recipes, copies of CN labels and production records which contain the amount of food prepared, portion sizes planned and daily number of meals delivered by type.

Daily production records must accompany all purchased meals provided to the D6JDC
(NSLP Sponsor)

BCJ / Summit also agrees to retain any other records required under the preceding clause for the current
(Meal Provider)

year plus the previous 3 years (or longer, if an audit is in progress) for the meals provided under this agreement and upon request, to make all accounts and records pertaining to the Program available to representatives of the U.S. Department of Agriculture (USDA) and the General Accounting Office (GOA) for audit or administrative review at a reasonable time and place.

This agreement shall be effective from 7/1/26 to 6/30/27. It may be terminated by notice in writing given by either party hereto to the other, at least 30 days prior to the date of termination.

The D6JDC legal council Sonja Kubal has approved the contents of this contract. J.R.
(NSLP Sponsor) (name of legal representative) (initials)

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the dates indicated below:

Amber Jackson
Meal Provider Summit Food

[Signature]
NSLP Food Program Sponsor

Title - commissioner

Title D6JDC Director

Date May 21, 2026

Date 4-28-26

Location of food preparation center (s): Bannock County Jail

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

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Requestor Name: Todd Mauger
 Department: Juvenile Probation
 Requestor Email: Toddm@bannockcounty.gov

Item(s) to be considered:

Restructure of Juvenile Probation Department to add Intake and Diversion Unit Supervisor (The Village) May include executive session under I.C. 74206 (1), (a,b)

Date of meeting being requested: 05/21/2026
 Time requested: 15 Minutes

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

No

Action Required: Decision
 Legal/Policy Compliance Reviewed: No

Financial Impact:

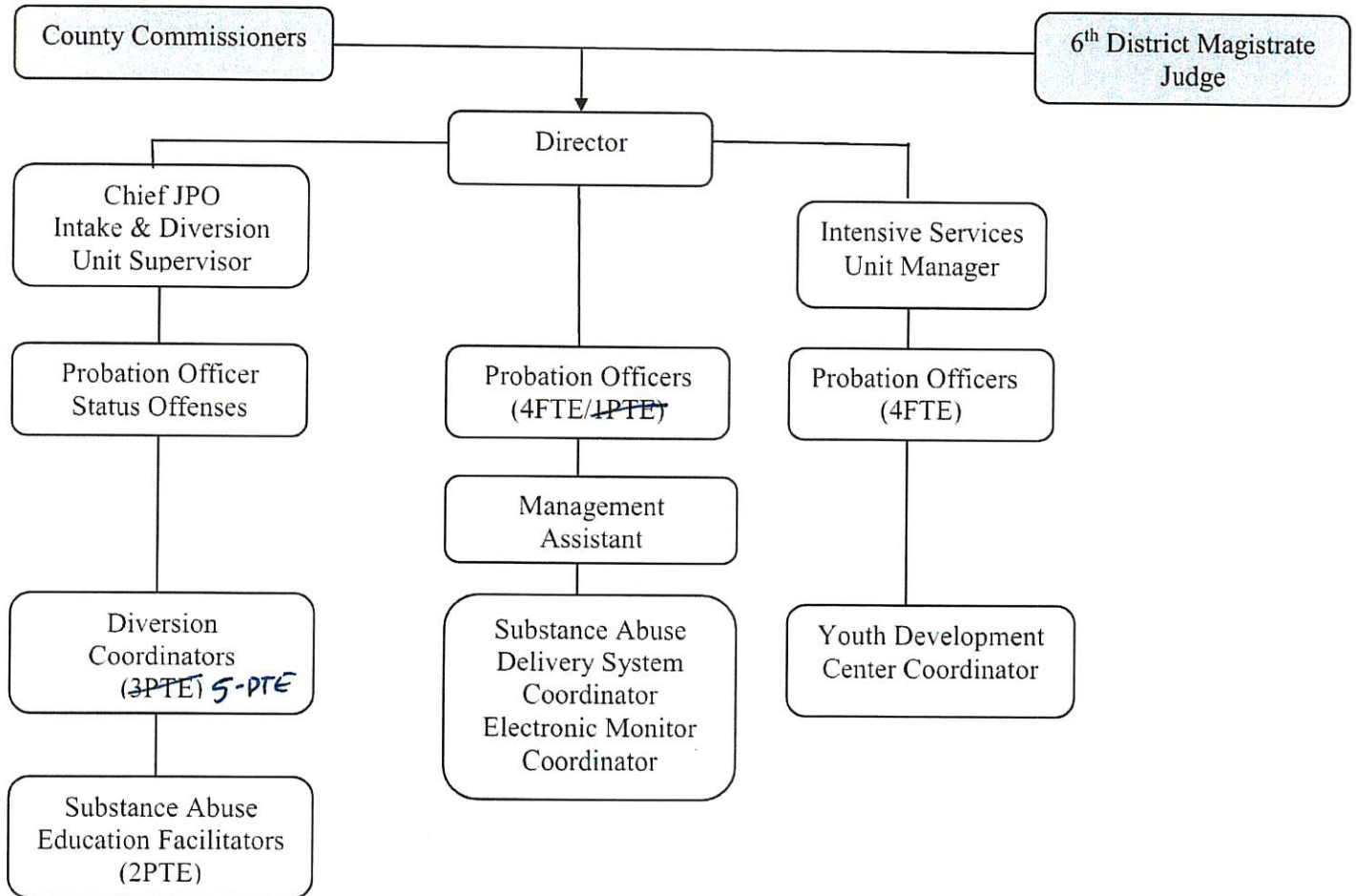
Original 2026 Budget Total \$914,482
 Adjusted for Restructure, 2026 Budget Total \$900,309

Contract/Agreement Begin Date: Contract/Agreement End Date:

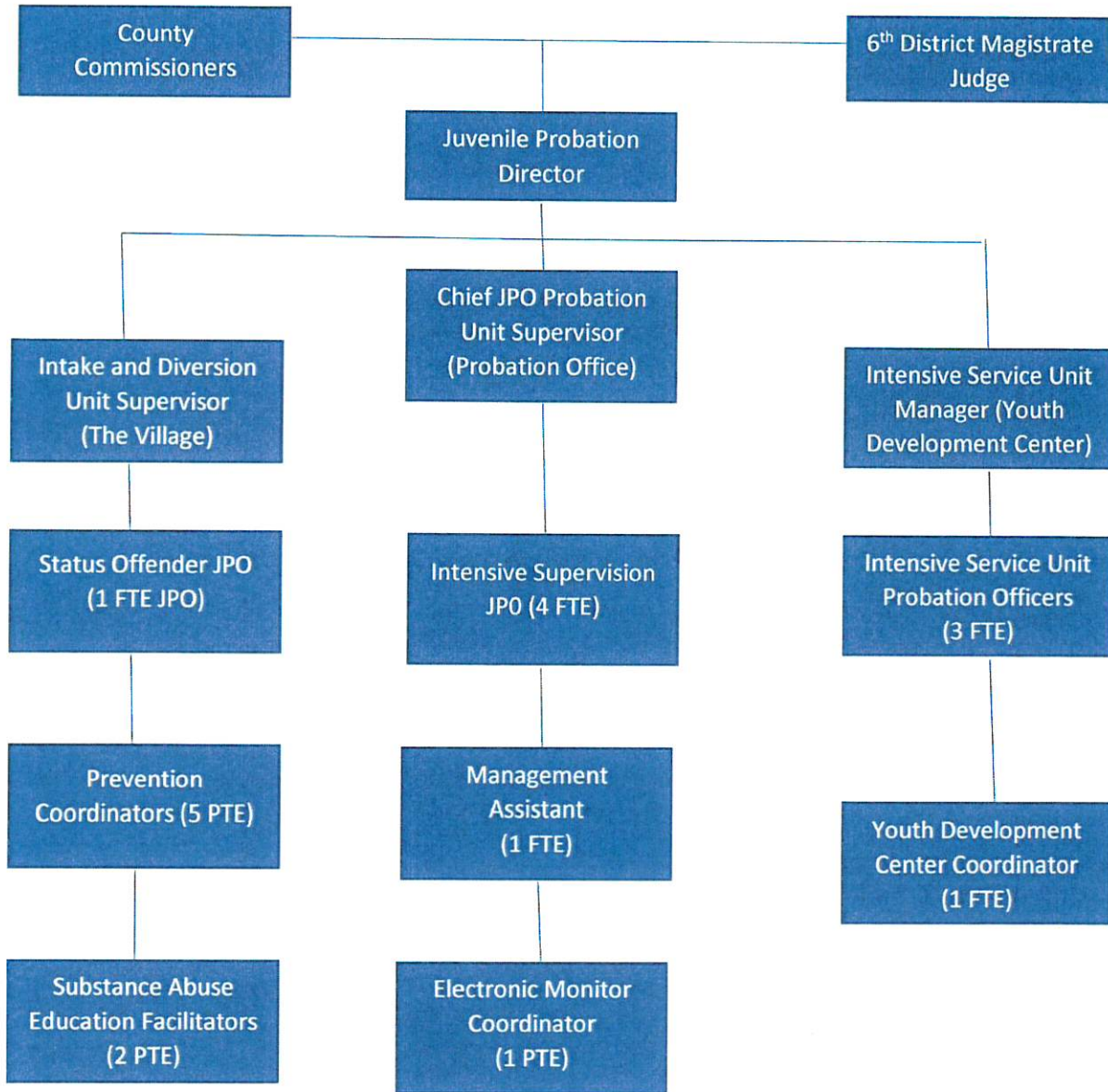
List of additional attendees:

Matthew Phillips

Current
**Bannock County Juvenile Justice
Organization Flow Chart**



**Bannock County Juvenile Justice Requested Restructure
Organizational Flow chart**



Chief Juvenile Probation Officer
Revised 5/16/2026

BANNOCK COUNTY

Job Title: Chief Juvenile Probation Officer
Department: Juvenile Probation
Status: Full-time, Regular with benefits
FLSA Designation: Exempt
Grade: 16
Annual rate: \$73,008
Position Type: PR 6 (Probation 6)

Updated May 12, 2026

Purpose of Class

Provides daily supervision of the Juvenile Probation Unit for Bannock County Juvenile Justice, including financial oversight, data collection, program evaluation, strategic planning, grant writing and funding acquisition, facility security and maintenance, and supervision of probation officers and assigned staff. Assists with the daily operations and management of the department, in the absence of the Juvenile Probation Director. Oversees and provides support to Juvenile Court proceedings including arraignments, pre-trials, detention hearings, detention updates, while supporting the Executive Team in strategic planning and departmental initiatives. Provides operational support to the Intake and Diversion Unit and the Intensive Supervision Unit as needed, and performs other related duties as assigned.

Primary Function

The primary function of the Chief Juvenile Probation Officer is to oversee the daily operations of the Juvenile Probation Unit for moderate- to high-risk juvenile offenders, ensuring compliance with court orders and supporting community safety through effective supervision and intervention practices. This position assists with the overall management of the Juvenile Probation Unit, including the supervision and development of staff, coordination of department operations, and implementation of court-ordered probation and parole services focused on offender accountability and rehabilitation.

The Chief Juvenile Probation Officer also maintains a caseload of assigned juvenile offenders and provides leadership and operational support within the broader Juvenile Justice Department. Work is performed under the direction of the Juvenile Probation Director, with substantial independence, professional judgment, and initiative exercised in carrying out assigned responsibilities. Duties are performed in both office and field settings and may involve exposure to physical and potential health hazards.

Essential Duties and Responsibilities

- Supervises and administers the daily operations of the Juvenile Probation Unit ensuring compliance with department policies and procedures;
- Oversees the Juvenile Probation Department in the absence of the Juvenile Probation Director.
- Develops staff schedules, assigns caseloads, approves program applications, and provides direction and support to probation staff;
- Oversees and evaluates the Juvenile Probation Unit, and assists with court processes to ensure program effectiveness and fidelity;
- Develops and implements policies, procedures, programming, interventions, facility needs, and security measures based on evidence-based practices;
- Participates in strategic planning, budgeting, policy development, hiring, and program improvement as part of the Juvenile Justice Executive Committee;
- Supervises, trains, mentors, and evaluates assigned staff; conducts team meetings and supports professional development;
- Provides crisis intervention and problem-solving support for youth, families, schools, law enforcement, attorneys, and community partners;
- Assists in development of program budgets, financial oversight, grant writing, grant management, data collection, program evaluation, and reporting requirements;
- Maintains a caseload of high-risk juvenile offenders, including case management, supervision, home visits, searches, drug testing, assessments, and court recommendations;

Chief Juvenile Probation Officer

Revised 5/16/2026

- Attends juvenile court hearings, arraignments, and related proceedings; prepares reports and provides testimony as required;
- Coordinates Detention Hearings, completes and disseminates detention updates, creates safety plans as part of the pretrial release policies and procedures.
- Coordinates educational, treatment, and community-based services for youth and families in collaboration with schools, treatment providers, law enforcement, and community organizations;
- Monitors departmental activities for compliance with County, State, and legal standards;
- Maintains accurate case records and documentation; Performs all duties in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Performs the duties of the Juvenile Probation Director in that employee's absence;
- Performs the duties of the Intake and Diversion Unit and the Intensive Supervision Unit Supervisor in those supervisor's absence;
- Responds to emergency situations while on-call outside regular work hours;
- Assists with and performs subordinate staff duties as needed;
- Performs other related duties as assigned.

Competency Requirements

Knowledge of:

- Supervisory practices, employee training, evaluation, and performance management;
- Federal, Idaho, and County laws, regulations, and procedures related to juvenile justice, detention, and probation;
- Statistical analysis, data collection, and program evaluation methods;
- Educational program development, implementation, and assessment;
- Juvenile and adolescent behavior, criminal behavior, and case management principles;
- Juvenile court practices, procedures, and probation operations;
- Interviewing, counseling, investigative, conflict resolution, mediation, and de-escalation techniques;
- Department policies, procedures, programs, and operations;
- Community resources, treatment providers, and social service programs available to offenders and families;
- Standard office equipment, computer applications, and specialized case management and reporting software.

Ability to:

- Supervise, train, evaluate, mentor, and discipline employees;
- Implement and enforce policies, procedures, and applicable laws and regulations;
- Gather, analyze, and interpret information and make sound decisions;
- Adapt to changing priorities, assignments, and work environments;
- Maintain professionalism in stressful, volatile, or hostile situations;
- Prepare accurate, clear, and concise reports and documentation;
- Communicate effectively both orally and in writing;
- Establish and maintain effective working relationships with offenders, families, staff, attorneys, service providers, law enforcement, and community agencies;
- Respond to inquiries and public concerns in a professional and courteous manner;
- Understand and follow oral and written instructions, policies, and procedures;
- Operate standard office equipment, computer software, motor vehicles, and specialized equipment, including electronic monitoring and drug testing devices;
- Manage multiple assignments, prioritize tasks, meet deadlines, and maintain confidentiality;
- Demonstrate integrity, initiative, sound judgment, and problem-solving skills.

Acceptable Experience and Training

- Bachelor's degree in criminal justice, behavioral science, social science, or a related field preferred;
- Three (3) years of experience in probation, social services, or court-related behavioral services; or
- Any equivalent combination of education, training, and experience that provides the required knowledge and abilities.

Chief Juvenile Probation Officer
Revised 5/16/2026

Special Qualifications

- Idaho POST Juvenile Probation Officer certification required;
- Idaho POST supervisory training preferred;
- Current First Aid and CPR certification required;
- Valid Idaho driver's license required.

Essential Physical Abilities

- Ability to communicate effectively in person, by telephone, and other communication devices;
- Ability to read, review, prepare, and comprehend written and electronic documents and observe individual behavior;
- Ability to operate a motor vehicle, standard office equipment, computers, and specialized security equipment;
- Ability to lift and move up to 50 pounds;
- Ability to sit, stand, walk, bend, and move for extended periods in office and field environments while conducting supervision, investigations, and monitoring activities.

Juvenile Probation Intake and Diversion Unit Supervisor
Revised 5/15/2026

BANNOCK COUNTY

Job Title: Juvenile Probation Intake and Diversion Unit Supervisor
Department: Juvenile Probation
Status: Full-time, Regular with benefits
FLSA Designation: Exempt? Hourly
Grade: 14
Annual rate: \$61,423
Position Type: PR 5 (Probation 5)

Updated May 14, 2026

Purpose of Class

Provides daily supervision of The Village, Juvenile Probations Intake and Diversion Unit and coordinates the Status Offender, Truancy, Alcohol and Tobacco, Person and Property, Restorative Conferencing and Community Intervention programs. This includes financial oversight, data collection, program evaluation, strategic planning, grant writing and funding acquisition, facility security and maintenance, and supervision of probation officers and assigned staff; performs related duties as required.

Primary Function

The primary function of this position is to supervise the daily operations of The Village and coordinate the prevention programs. Responsibilities include overseeing staff and program operations; providing support to the Juvenile Probation Unit and Juvenile Probation Intensive Supervision Unit; coordinating data collection, program evaluation, and strategic planning; attending juvenile hearings; and managing a caseload of juvenile offenders. Work is performed under the supervision of the Juvenile Probation Director, with considerable independence in the exercise of judgment and initiative. Duties are performed in both office and field settings and may involve exposure to physical and health hazards. This position requires a flexible schedule, non-traditional work hours, and on-call availability.

Essential Duties and Responsibilities

- Supervises and administers the daily operations of The Village and Intake and Diversion Unit and the Prevention Programs, ensuring compliance with department policies and procedures;
- Develops staff schedules, assigns caseloads, approves program applications, and provides direction and support to probation staff;
- Oversees and evaluates The Village, Intake and Diversion Unit and Prevention Programs;
- Develops and implements policies, procedures, programming, interventions, facility needs, and security measures based on evidence-based practices;
- Participates in strategic planning, budgeting, policy development, hiring, and program improvement as part of the Juvenile Justice Executive Committee;
- Supervises, trains, mentors, and evaluates assigned staff; conducts team meetings and supports professional development;
- Provides crisis intervention and problem-solving support for youth, families, schools, law enforcement, attorneys, and community partners;
- Manages program budgets, financial oversight, grant writing, grant management, data collection, program evaluation, and reporting requirements;
- Maintains a caseload of Status Offending juvenile offenders, including early intervention, prevention and probation youth with case management, supervision, home visits, searches, drug testing, screenings, assessments, and court recommendations;
- Attends juvenile court hearings, arraignments, and related proceedings; prepares reports and provides testimony as required;
- Coordinates educational, treatment, and community-based services for youth and families in collaboration with schools, treatment providers, law enforcement, and community organizations;
- Monitors departmental activities for compliance with County, State, and legal standards;
- Maintains accurate case records and documentation; Performs all duties in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Responds to emergency situations while on-call outside regular work hours;

Juvenile Probation Intake and Diversion Unit Supervisor
Revised 5/15/2026

- Performs the duties of the Intensive Supervision Unit Supervisor, Chief Probation Officer and Juvenile Probation Director in their absence;
- Assists with and performs subordinate staff duties as needed;
- Performs other related duties as assigned.

Competency Requirements

Knowledge of:

- Supervisory practices, employee training, evaluation, and performance management;
- Federal, Idaho, and County laws, regulations, and procedures related to juvenile justice, detention, and probation;
- Statistical analysis, data collection, and program evaluation methods;
- Educational program development, implementation, and assessment;
- Juvenile and adolescent behavior, criminal behavior, and case management principles;
- Juvenile court practices, procedures, and probation operations;
- Interviewing, counseling, investigative, conflict resolution, mediation, and de-escalation techniques;
- Department policies, procedures, programs, and operations;
- Community resources, treatment providers, and social service programs available to offenders and families;
- Standard office equipment, computer applications, and specialized case management and reporting software.

Ability to:

- Supervise, train, evaluate, mentor, and discipline employees;
- Implement and enforce policies, procedures, and applicable laws and regulations;
- Gather, analyze, and interpret information and make sound decisions;
- Adapt to changing priorities, assignments, and work environments;
- Maintain professionalism in stressful, volatile, or hostile situations;
- Prepare accurate, clear, and concise reports and documentation;
- Communicate effectively both orally and in writing;
- Establish and maintain effective working relationships with offenders, families, staff, attorneys, service providers, law enforcement, and community agencies;
- Respond to inquiries and public concerns in a professional and courteous manner;
- Understand and follow oral and written instructions, policies, and procedures;
- Operate standard office equipment, computer software, motor vehicles, and specialized equipment, including electronic monitoring and drug testing devices;
- Manage multiple assignments, prioritize tasks, meet deadlines, and maintain confidentiality;
- Demonstrate integrity, initiative, sound judgment, and problem-solving skills.

Acceptable Experience and Training

- Bachelor's degree in criminal justice, behavioral science, social science, or a related field preferred;
- Three (3) years of experience in probation, social services, or court-related behavioral services; or
- Any equivalent combination of education, training, and experience that provides the required knowledge and abilities.

Special Qualifications

- Idaho POST Juvenile Probation Officer certification required;
- Idaho POST supervisory training preferred;
- Current First Aid and CPR certification required;
- Valid Idaho driver's license required.

Essential Physical Abilities

- Ability to communicate effectively in person, by telephone, and other communication devices;
- Ability to read, review, prepare, and comprehend written and electronic documents and observe individual behavior;
- Ability to operate a motor vehicle, standard office equipment, computers, and specialized security equipment;
- Ability to lift and move up to 50 pounds;
- Ability to sit, stand, walk, bend, and move for extended periods in office and field environments while conducting supervision, investigations, and monitoring activities.

Juvenile Probation Intensive Unit Supervisor
Revised 5/15/2026

BANNOCK COUNTY

Job Title: Juvenile Probation Intensive Unit Supervisor
Department: Juvenile Probation
Status: Full-time, Regular with benefits
FLSA Designation: Exempt? Hourly
Grade: 14
Annual rate: \$61,423
Position Type: PR 5 (Probation 5)

Updated May 14, 2028

Purpose of Class

Provides daily supervision of the Juvenile Intensive Supervision Unit and coordinates the Juvenile Drug Court Program, including financial oversight, data collection, program evaluation, strategic planning, grant writing and funding acquisition, facility security and maintenance, and supervision of probation officers and assigned staff; performs related duties as required.

Primary Function

The primary function of this position is to supervise the daily operations of the Juvenile Intensive Supervision Unit and coordinate the Juvenile Drug Court Program. Responsibilities include overseeing staff and program operations; providing support to the Juvenile Probation Unit and Juvenile Probation Intake and Diversion Unit; coordinating data collection, program evaluation, and strategic planning; attending juvenile hearings; and managing a caseload of juvenile offenders. Work is performed under the supervision of the Juvenile Probation Director, with considerable independence in the exercise of judgment and initiative. Duties are performed in both office and field settings and may involve exposure to physical and health hazards. This position requires a flexible schedule, non-traditional work hours, and on-call availability.

Essential Duties and Responsibilities

- Supervises and administers the daily operations of the Juvenile Intensive Supervision Unit and Juvenile Drug Court Program, ensuring compliance with department policies and procedures;
- Develops staff schedules, assigns caseloads, approves program applications, and provides direction and support to probation staff;
- Oversees and evaluates the Intensive Supervision Unit, Bannock Youth Development Center, and Drug Court programs to ensure program effectiveness and fidelity;
- Develops and implements policies, procedures, programming, interventions, facility needs, and security measures based on evidence-based practices;
- Participates in strategic planning, budgeting, policy development, hiring, and program improvement as part of the Juvenile Justice Executive Committee;
- Supervises, trains, mentors, and evaluates assigned staff; conducts team meetings and supports professional development;
- Provides crisis intervention and problem-solving support for youth, families, schools, law enforcement, attorneys, and community partners;
- Manages program budgets, financial oversight, grant writing, grant management, data collection, program evaluation, and reporting requirements;
- Maintains a caseload of high-risk juvenile offenders, including case management, supervision, home visits, searches, drug testing, assessments, and court recommendations;
- Attends juvenile court hearings, arraignments, and related proceedings; prepares reports and provides testimony as required;
- Coordinates educational, treatment, and community-based services for youth and families in collaboration with schools, treatment providers, law enforcement, and community organizations;
- Monitors departmental activities for compliance with County, State, and legal standards;
- Maintains accurate case records and documentation; Performs all duties in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Responds to emergency situations while on-call outside regular work hours;
- Performs the duties of the Intake and Diversion Unit Supervisor, Chief Probation Officer and Juvenile Probation Director in their absence;

Juvenile Probation Intensive Unit Supervisor
Revised 5/15/2026

- Assists with and performs subordinate staff duties as needed;
- Performs other related duties as assigned.

Competency Requirements

Knowledge of:

- Supervisory practices, employee training, evaluation, and performance management;
- Federal, Idaho, and County laws, regulations, and procedures related to juvenile justice, detention, and probation;
- Statistical analysis, data collection, and program evaluation methods;
- Educational program development, implementation, and assessment;
- Juvenile and adolescent behavior, criminal behavior, and case management principles;
- Juvenile court practices, procedures, and probation operations;
- Interviewing, counseling, investigative, conflict resolution, mediation, and de-escalation techniques;
- Department policies, procedures, programs, and operations;
- Community resources, treatment providers, and social service programs available to offenders and families;
- Standard office equipment, computer applications, and specialized case management and reporting software.

Ability to:

- Supervise, train, evaluate, mentor, and discipline employees;
- Implement and enforce policies, procedures, and applicable laws and regulations;
- Gather, analyze, and interpret information and make sound decisions;
- Adapt to changing priorities, assignments, and work environments;
- Maintain professionalism in stressful, volatile, or hostile situations;
- Prepare accurate, clear, and concise reports and documentation;
- Communicate effectively both orally and in writing;
- Establish and maintain effective working relationships with offenders, families, staff, attorneys, service providers, law enforcement, and community agencies;
- Respond to inquiries and public concerns in a professional and courteous manner;
- Understand and follow oral and written instructions, policies, and procedures;
- Operate standard office equipment, computer software, motor vehicles, and specialized equipment, including electronic monitoring and drug testing devices;
- Manage multiple assignments, prioritize tasks, meet deadlines, and maintain confidentiality;
- Demonstrate integrity, initiative, sound judgment, and problem-solving skills.

Acceptable Experience and Training

- Bachelor's degree in criminal justice, behavioral science, social science, or a related field preferred;
- Three (3) years of experience in probation, social services, or court-related behavioral services; or
- Any equivalent combination of education, training, and experience that provides the required knowledge and abilities.

Special Qualifications

- Idaho POST Juvenile Probation Officer certification required;
- Idaho POST supervisory training preferred;
- Current First Aid and CPR certification required;
- Valid Idaho driver's license required.

Essential Physical Abilities

- Ability to communicate effectively in person, by telephone, and other communication devices;
- Ability to read, review, prepare, and comprehend written and electronic documents and observe individual behavior;
- Ability to operate a motor vehicle, standard office equipment, computers, and specialized security equipment;
- Ability to lift and move up to 50 pounds;
- Ability to sit, stand, walk, bend, and move for extended periods in office and field environments while conducting supervision, investigations, and monitoring activities.