



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, May 21, 2026
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Shantal Laulu, Comptroller Kristi Klauser, PIO Emma Iannacone, and HR Director Matthew Phillips

Agenda Details

AGENDA	
Work Session and Claims Meeting (action items)	
Agenda:	
1	<ul style="list-style-type: none"> Scott Crowther, Event Center/Wellness Complex, requesting approval of and signature on a contract for the Bob Conley Invitational (requested 5 minutes) (action item)
2	<ul style="list-style-type: none"> Daniel Kendall, Facilities, discuss potential cost for the parking lot at the Event Center off Venture Way (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> 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)
4	<ul style="list-style-type: none"> 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)
5	<ul style="list-style-type: none"> Matthew K. Phillips, Human Resources and Risk Management, seeking approval for supplemental insurance for the mosquito abatement drone (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> Read and sign the Idaho Field of Heroes Memorial Days Proclamation (action item)
7	<ul style="list-style-type: none"> Signature only: Food Service Agreement Contract with Summit for District 6 Juvenile Detention (action item)
8	<ul style="list-style-type: none"> 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)
9	Claims Agenda: <ul style="list-style-type: none"> Board of Ambulance District: Invoices and Commissioner Report Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a) & (b) regarding personnel with potential action following adjournment of Executive Session Payroll Report Alcohol Licenses and Permits Certificate of Residency Approval Mileage Reimbursement Requests Technology Request Form Memorandum Authorization for Accounts Payable Cardholder User Agreement and Authorization

Meeting Notes

- 1 9:00 AM Hough called the meeting to order. Highland High School Athletic Director Travis Bell and Meet Director Doug Hopster also appeared. Crowther reviewed the request to use the facility for the Bob Conley Invitational and for a district cross country meet. The contract terms were reviewed. Bullock moved to approve the fee reduction and events. The motion passed.
- 2 9:06 AM Business Manager and Event Director Scott Crowther and Public Works Director Kiel Burmester were also present. Kendall explained the estimate from staff for a parking lot near Venture Way is approximately \$2.1 million and a better estimate would be from an engineer. Discussion ensued on other projects that are currently being addressed at this time as well, priorities, and other options for the parking lot. Hough moved to approve engineering and questioned amount. Kendall reported that a meeting is scheduled and he will get a price. The motion died. Discussion ensued on moving the walking path.
- 3 9:23 AM Evans reviewed the document will authorize him to speak with Idaho Power for things such as requesting the power ratio the generator is producing. Moser moved to approve the agreement. The motion passed.
9:24 AM Evans reviewed the access agreement with the LDS church for sample testing. Bullock moved to sign the agreement as presented. The motion passed.
- 4 9:25 AM Burmester explained returning a leased loader and options available at this time. CAT is giving an additional trade-in bonus for turning over a second loader. Klauser provided insight regarding lease documents, sales agreements and the need for a resolution. Moser moved to approve the contracts as presented. The motion passed.
- 5 9:36 AM Public Works Director Kiel Burmester and Assistant Director Buddy Romriell also appeared. Phillips reviewed drone coverage and the quote. Discussion ensued on the life expectancy of the drone. Licensed Pilot named in the policy. Bullock move to accepted to approve the insurance and authorize Matthew to bind the policy. The motion passed.
- 6 9:41 AM Veterans Services Melissa Hartman, Angie Brush, Kale Ferguson, and John Rogers also appeared. Moser read the proclamation. Moser moved to accept the proclamation as read. The motion passed.
- 7 Moser moved to sign the Food Service Agreement with Summit. The motion passed.
- 8 9:55 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(a) & (b) regarding personnel. The motion passed by roll call vote.
10:07 AM Hough moved to exit executive session. The motion passed.
- 9 Bullock moved. Passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Fee reduction was granted for high school track meets.	Parks & Rec
Facilities will report back with an estimate for engineering the parking lot concept and plans will be implemented to move the walking path.	Parks & Rec/Facilities
Certification of Authority for Agents for Idaho Power and Temporary Access License Agreement with Church of Jesus Christ of Latter-Day Saints were approved.	Landfill
Sales agreements for 950 GC loaders from CAT were approved.	Public Works/Resolution
Insurance coverage for the abatement drone was approved.	Public Works
Proclamation for Idaho Field of Heroes Memorial Days was read and approved.	Veterans

Food Service Agreement with Summit was approved.	Juvenile
Executive session was held to consider personnel matter.	Clerk
Items on the claims agenda were approved.	Clerk/Auditing/Resolution