MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, September 29, 2026
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Prosecutor Ian Johnson

Agenda Details

	AGENDA
	Business Meeting (action items) **Agenda:**
1	• Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
2	• Denae Jones seeking to discuss the issue of Kratom use in Bannock County. The request is to ban Kratom sales in Bannock County (requested 10 minutes) (action item)
3	• Buddy Romriell, Public Works, regarding signature on Mastic Machine rental (signature only) (action item)
4	• Jason Dye, Courts, request to renew the vLex Contract for the Law Library (requested 5 minutes) (action item)
5	• Shanda Crystal, Procurement, seeking (1) discussion pertaining to Family Specialist Services. A signature on a contract or contract amendment may be needed, and (2) review of and potential signature on a contract with Booth Architecture (requested 10 minutes) (action item)
6	• Dillon Evans, Landfill, seeking approval of and signature on Agreement for Solid Waste Disposal with Bingham County (requested 5 minutes) (action item)
7	• Kristi Klauser, Auditing, regarding discussions pertaining to (1) paying for a server for Juvenile Detention in FY27, (2) what to include in the FY27 recurring entries, and (3) IOEM training in December (requested 10 minutes) (action item)
8	**RESOLUTIONS AND ORDINANCES (action items):** Resolution No. 2026-66 Declaring a Sole Source Expenditure – Posi Shell PSA 1000 for Landfill Resolution No. 2026-67 Authorizing the Destruction of Records Resolution No. 2026-68 Authorization to Dispose Surplus Assets/Property Resolution No. 2026-69 Authorization to Opening of the FY26 Budget for Unanticipated Revenue and Allocation for Expenses
9	**LETTERS AND NOTICES (action items):** Public Hearing Notice
10	**SIGNATURE ONLY (action items):** Euna Order Form
11	**CONSENT AGENDA (action items):** • Manual Checks • Alcohol Licenses and Catering Permits • Certificate of Residency Approval • Personnel Actions with potential Executive Session under Idaho Code §§74-206(1)(a), (b) & (d) for personnel actions or personnel records exempt from disclosure with potential action following adjournment of Executive Session

	• Mileage and Travel Approvals • Minutes: Approval of and signature on certification for meeting minutes for September 15, 17, and 24, 2026
12	11:00 AM Public Hearing to Reopen Budget for Unanticipated Revenue (action item)

Meeting Notes

1 9:00 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Laulu presented applications for cremation assistance for case numbers 20260033 and 20260034. Moser moved to approve releases of lien for case numbers 20180276 and 20010136, approve the application for case number 20260034 and deny the application for case number 20260033. The motion passed.

2 9:03 AM Sheriff Tony Manu, Representative Erin Bingham from Idaho Falls, and Morgan Anderson with SIPH also appeared. Hough explained the invitation for Ms. Jones to present today was a result from discussions last week with her and other entities she's been working with to ban Kratom sales. Jones explained her niece overdosed on Kratom, one of six people doing so in an 18-month period. A lot of people don't know what Kratom is, but it's a natural herb. It's being marketed as natural and safe. It's in gas stations and vape shops, and also in drinks next Gatorades.
9:05 AM Anderson shared he coordinates the drug overdose prevention program. Over the last year, concern has risen with the uptick in Kratom use locally and nationally. The DEA has temporarily scheduled the potent version of Kratom, 7-OH, as a controlled substance. In low doses, Kratom acts like caffeine, but in high doses, it acts like an opioid and is very addicting. There is not a lot of awareness regarding Kratom and no age regulations. Teens can buy it. The street name is "gas station heroin." People think it's a natural supplement and are using Kratom as an alternative, but it's not healthy, nor a safe alternative.
9:09 AM Bingham explained she tried to address a Kratom ban at the state level. A lot of people never heard of it, but it is referred to as gas station heroin. The FDA warning was reviewed. Bingham carried a bill that got stuck in committee. Before going forward with the bill, she talked to law enforcement, doctors, and psychologists who all said it needs to be banned. Other municipality bans were reviewed. Bingham explained the difference between natural vs. 7-OH. Kratom is a leaf imported from SE Asia. Every so-called natural product in the United States is not the leaf, but contains it. In the U.S., it is massive amounts of crushed up leaves. When consumed, the body converts it to 7-OH. The industry has synthesized 7-OH. The issues include no consistent packaging or data, no idea on potency, and no warnings for addiction or overdose. There have been eight deaths in Bonneville County. The cause of death for Jones's niece was mitragynine toxicity. There was no indication she was taking anything other than prescribed medication. This is a $7 billion industry. Coroners only started testing for mitragynine toxicity three years ago and not every coroner tests for it. The addiction and withdrawals are worse than heroin.
9:22 AM Manu and Iverson reviewed that Kratom is a big topic currently and a previous example of a past case was discussed.
9:26 AM Discussion ensued on state legislation, big money fighting against passing any kind of ban, and Bingham fighting forces she didn't know existed.
9:28 AM Johnson explained the procedures the Prosecutor can/can't take.
9:29 AM Discussion ensued on enforcement, drafting an ordinance, sanctions for sales, joining with local jurisdictions, potency variances, and banning both 7-OH and natural Kratom. Discussions will be had with local jurisdictions.

3 9:37 AM Romriell reviewed a rental agreement for 2-3 weeks for a mastic machine. Moser moved to approve the rental of the mastic machine. The motion passed.

4 9:39 AM Dye reviewed a contract for the statutory mandate for a law library. This is for the community to have access. Bullock moved to approve the contract with vLex for the law library. The motion passed.

5 9:41 AM Dye reviewed that counseling services are already being provided and those counsellors have now created a company. It's requested to enter into a contract with this company, Mountain Healing

Counseling. The rates would increase from $70-$78 per hour following the Medicaid rate. The contract would be paid from the domestic violence grant, and if the grant is not awarded in the future, the contract will end. Moser moved to approve the contract coinciding with grant funding. Discussion ensued on review of the contract. The motion was amended to allow signature upon receipt of contract. The motion passed.

9:48 AM Crystal reviewed a master services contract and task orders with Booth Architecture. Insurance terms were reviewed for the master services contract. Bullock moved to approve the agreement with Booth. The motion passed. Crystal reviewed the first of four task orders is for a conceptual master plan for the new property and Booth has offered to complete this with no charge. Hough moved to approve Task Order 1. The motion passed.
9:53 AM Regarding Task Order 2 for the livestock buildings at the fairgrounds for $52,500, Hough requested to pull this item after discussions at IAC regarding fairs and getting MOU's in place. Facilities Director Dan Kendall approached. There are concerns with rights of way and having an MOU with the fair board. Bullock moved to table the task order. Kendall shared thoughts on the task orders. The motion passed.
9:56 AM Crystal reviewed Task Orders 3 and 4 are for the old jail remodel and bridge connector. Task Order 3 for the remodel will take about 90 days for $163,300. Discussion ensued on tying in the elevators. Kendall explained the elevators are becoming obsolete and he was informed there are some parts that are no longer available. The elevators can fit in that budget. No engineering will be required. Bullock moved to accept Tasks 3 and 4. Discussion ensued that Task 4 is the sky bridge for $77,500. Hough called for a vote on Task 3. The motion passed. Hough moved to approve Task Order 4. The motion passed.

6 10:00 AM Evans reviewed updated contract with built in increases over 5 years. Discussion ensued on the term, rates, other municipality use, revenues, and projections for revenue and expansion. Bullock moved to approve the contract with a term of 3 years instead of 5. The motion passed.

7 10:09 AM Klauser explained the Juvenile Detention server discussed previously will not be delivered by the end of FY26. Looking at options to use the FY27 budget, an additional $11,854 from the original quote is needed. It was recommended to use contingency.
10:10 AM IT Director Adam McKinney expressed that his department doesn't manage that server and only houses it. The server is at its lifetime capacity and is due for a refresh. Prices have nearly doubled on tech items and that trend won't change. Klauser pointed out these funds would be paid back in FY28. Bullock moved to authorize the payment from contingency. The motion passed.
10:12 AM Klauser reviewed recurring payments. Those that require invoices include Portneuf Valley Development, Portneuf Soil, and Veterans Memorial. There are 3 internal contributions that will be kept on check request format, Event Center, concerts, and July 4.
10:14 AM IOEM training spots have been filled by the new director, Bullock, and IT.

8 10:15 AM Bullock moved to approve Resolution Numbers 2026-66, 67, and 68. The motion passed.

9 10:16 AM Moser moved to approve the public hearing notice for the comprehensive plan amendment. The motion passed.

10 10:17 AM Moser moved to approve the Euna order form. The motion passed.

11 10:18 AM Bullock moved to approve the items on the consent agenda. The motion passed.

12 11:00 AM Hough called the meeting to order. Moser moved to open the public hearing. The motion passed. There were no citizens in attendance and no public comment was received. Hough moved to close the public hearing. The motion passed. Hough reviewed the proposed resolution. Bullock moved to approve Resolution 2026-69. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Releases of lien for case numbers 20180276 and 20010136 and application for cremation assistance for case number 20260034 were approved. Application for case number 20260033 was denied.	Indigent
Discussions will be scheduled with cities regarding potential ban on kratom sales.	Commission
Lease agreement with Maxwell Equipment Co for mastic machine was approved.	Public Works
Contracts with vLex for the law library at ISU and for counseling services with Healing Mountain Counseling were approved.	Courts
Master services contract with Booth Architecture, Task Order #1, Task Order #3, and Task Order #4 were approved. Task Order #2 was tabled.	Procurement/Facilities
Solid Waste Disposal Agreement with Bingham County was approved with a term of 3 years.	Landfill
Excess funds for new service for Juvenile Detention were approved to be paid from FY27 contingency.	Auditing/Juvenile Det.
Resolution Nos. 2026-66 Declaring a Sole Source Expenditure – Posi Shell PSA 1000 for Landfill; 2026-67 Authorizing the Destruction of Records; and 2026-68 Authorization to Dispose Surplus Assets/Property were passed.	Clerk
Publication for a public hearing to consider a comprehensive plan amendment was passed.	Clerk
Euna Order form was approved.	Commission
Items on the consent agenda were approved.	Auditing/Clerk/Resolution
Following the properly noticed public hearing, Resolution No. 2026-69 Authorization to Opening of the FY26 Budget for Unanticipated Revenue and Allocation for Expenses was passed.	Auditing/Clerk

In the Matter of DECLARING A SOLE SOURCE EXPENDITURE – POSI SHELL PSA 1000 FOR LANDFILL

R.S. No. 2026-66
September 29, 2026

RESOLUTION

WHEREAS, the Landfill is in need of a Posi Shell PSA 1000; and

WHEREAS, LSC Environmental Products, LLC is the sole source provider of the licensed or patented Posi Shell PSA 1000, and also the sole manufacturer and distributor of such; and

WHEREAS, pursuant to Idaho Code §67-2808(2)(a)(ii), the governing board of a political subdivision may declare that there is only one vendor if there is only one vendor for the public works construction, services, or personal property to be acquired, of which this vendor carries a trademark for their product.

NOW, THEREFORE, BE IT RESOLVED that it is in the best interest of Bannock County and the Landfill Department to purchase a Posi Shell PSA 1000 as a sole source procurement; that it is determined that LSC Environmental Products, LLC, is the only reasonably available source and that notice of the intent to purchase the Posi Shell PSA 1000 as a sole source procurement was published in the Idaho State Journal at least 14 calendar days prior to entering any contract pursuant to Idaho Code §67-2808.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk

In the Matter of AUTHORIZING THE DESTRUCTION OF RECORDS

R.S. No. 2026-67
September 29, 2026

RESOLUTION

WHEREAS, Idaho Code §31-871 requires the Board of County Commissioners to authorize destruction of records that are not required as permanent records and that have met the minimum retention period provided by the retention schedules and are no longer required by law or for county business; and

WHEREAS, the Juvenile Detention department has requested destruction of records that have exceeded their minimum retention according to the retention schedule, or have been scanned and saved to a permanent location; and

WHEREAS, Idaho Code §31-871(2) states records may only be destroyed by resolution of the Board of County Commissioners after regular audit and upon the advice of the prosecuting attorney;

NOW, THEREFORE, BE IT RESOLVED that the Juvenile Detention department is authorized to destruct the original paper records listed below:

Year(s)	Document(s)
1993-2016	Budgets, receipt ledgers, Agreements
1993-2016	MAYSI-2/Clinical Records
1993-2016	Incident Reports
1993-2016	Inactive Case Files
1993-2016	Daily Facility Event Logs
1993-2021	Visitor Logs
1993-2021	Staff Meeting Minutes
1993-2024	Juvenile Behavior Logs
1993-2024	Juvenile Behavior Logs

and that such destruction occurs under the supervision of the Bannock County Clerk.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk

In The Matter of AUTHORIZATION TO DISPOSE SURPLUS ASSETS/PROPERTY)

R.S. No 2026-68
September 29, 2026

RESOLUTION

WHEREAS, Idaho Code §§31-807 and 31-808 vest the power and authority to manage real and personal property for the benefit of the County with the Board of County Commissioners; and

WHEREAS, Idaho Code §31-829 provides that whenever any elected official has any personal property belonging to the county under his/her jurisdiction or control which, in his/her judgment, is of no further use to the county, he/she may, with the consent of the Board of County Commissioners, dispose of the property through sale or other means; and

WHEREAS, the following asset(s)/property are of no further use to the County:

Description	**Asset/ID Number/VIN (if known)**
4 file cabinets	Juvenile Detention

and

WHEREAS, it was recommended to auction, salvage, donate, or dispose of the items.

NOW THEREFORE, IT IS HEREBY RESOLVED that the above property is declared to be surplus and disposed of as best determined by the department.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of OPENING THE FY26 BUDGET FOR UNANTICIPATED REVENUE AND ALLOCATION FOR EXPENSES

R.S. No. 2026-69
September 29, 2026

RESOLUTION

WHEREAS, the FY 2026 budget for Bannock County was adopted by R.S. No. 2025-59 on September 9, 2025; and

WHEREAS, Idaho Code §31-1605 allows the Board to adjust the adopted budget to reflect the receipt of unscheduled revenue, grants or donations from federal, state or local governments or private resources, provided there shall be no increase to property taxes; and

WHEREAS, the annual budget procedure has been complied with in making the said adjustment and the budget adjustments will not result in increased property taxes; and

WHEREAS, a public hearing to open the budget was held on September 29, 2026; and

WHEREAS, the following funds have received unscheduled revenues and will be utilized to cover reimbursements and costs detailed below;

NOW, THEREFORE, BE IT RESOLVED, that the FY 2026 budget be opened to make the following adjustments reflecting the receipt of unanticipated revenue and allocations for expenses:

The Health Insurance fund has received revenues in excess of budget. It is requested to use these dollars to cover costs that have exceeded expenditure budget. Monies will be used as follows:

32910819-48700 Health Insurance	$1,195,403
32910819-37544 Health ins reimb	$53,571
32910819-37547 Health ins reimb	$1,086,087
32910819-37548 Health ins reimb	$ 55,745

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk

BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTES CERTIFICATION

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the date(s) of September 15, 17, and 24, 2026, as approved during the meeting of September 29, 2026.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk