MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, October 13, 2026
Commissioners present:	Jeff Hough and Ken Bullock
Clerk of the Board:	Nancy Allen for Jason C. Dixon
Absent Board Members:	Ernie Moser
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Civil Deputy Prosecutor Sean Bowen, and HR Director Matthew Phillips

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	• Kimberly Talbot, DV Courts/Family Court Services, seeking signature on Prosecution Certification for current ICJR grant (requested 5 minutes) (action item)
3	• Todd Mauger, Juvenile Justice, request (1) to dispose assets/property and, (2) review, approval and signature on the Supervision and Consultation Agreement with ISU Department of Counseling (requested 5 minutes) (action item)
4	• Seth Scott, Juvenile Detention, regarding approval of and signature on (1) Memorandum of Understanding for Teton County, Wyoming and, (2) Agreement for Staging Services with the State of Idaho Department of Juvenile Corrections (requested 10 minutes) (action item)
5	• Tristan Bourquin, Planning and Development, seeking to (1) provide an Ordinance update and, (2) provide a general Planning Department update (requested 5 minutes) (potential action item)
6	• Kristi Klauser, Auditing, presenting the FY25 financials which can be found at https://www.bannockcounty.gov/auditor/ (action item)
7	• Executive Session under Idaho Code §74-206(1)(a) & (b) regarding personnel with potential action following adjournment of Executive Session (action item)
8	**RESOLUTIONS AND ORDINANCES (action items):** Resolution No. 2026-73 Approving Tax Cancellation Requests
9	**SIGNATURE ONLY (action items):** Commissioner Proceedings – September 2026
10	**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 October 6, 2026

Meeting Notes

1 9:00 AM Hough called the meeting to order. There were no applications for cremation assistance for consideration.

2 9:00 AM Talbot requested signature on a letter for compliance with the ICJR grant. Training was completed and policies and procedures are being worked on. Bullock moved to authorize signature. The motion passed.

3 9:02 AM Mauger requested disposal of assets. Hough moved to approve the disposal of property. The motion passed.
9:03 AM Mauger requested approval of an agreement with ISU's counseling department for the Millennial Grant for up to $40,560 that is covered by the grant. Bullock moved to approve the agreement. The motion passed.

4 9:06 AM Scott reviewed an agreement with Teton County, Wyoming, to house juveniles at $450 per day. Hough moved to approve the contract. The motion passed.
9:08 AM Scott reviewed an agreement with IDJOC for payment of housing beyond five days. Bullock moved to approve the contract. The motion passed.

5 9:09 AM PIO Emma Iannacone also appeared. Bourquin gave updates on the status of the new, combined land use ordinance. The Planning Council's public hearing is set for October 29 and the Commissioners' public hearing is tentatively set for Nov 19. It is anticipated this Board will receive a recommendation of some kind. The draft is on the website and an informational brochure was also prepared.

6 9:13 AM Klauser reported financials were completed September 29. Highlights were reviewed, along with findings. Discussion ensued on findings, policies, and policy/conformity.

7 9:29 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(a) and (b) regarding personnel. The motion passed by roll call vote.
9:31 AM Hough moved to exit executive session and adjourn. The motion passed.

8 9:28 AM Bullock moved to approve Resolution 2026-73. The motion passed.

9 9:29 AM Hough moved to approve publication of the Commissioner Proceedings. The motion passed.

10 9:29 AM Bullock moved to approve the items on the consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Prosecution Certification was approved for ICJR grant.	Courts/Grant Team
Disposal of assets and agreement with ISU Counseling Department were approved.	Juvenile Probation/Resolution
Agreements with Teton County, Wyoming, and IDJOC for housing were approved.	Juvenile Detention
Executive session was held regarding personnel.	Clerk
Resolution No. 2026-73 Approving Tax Cancellation Requests was passed.	Clerk
Consent agenda items were approved.	Clerk/Auditing/Resolution

In the Matter of APPROVING)
TAX CANCELLATION REQUESTS)

R.S. No. 2026-73
October 13, 2026

RESOLUTION

WHEREAS, requests for cancellation of taxes/fees/interest were considered on October 6, 2026; and

WHEREAS, these cancellation requests have been reviewed pursuant to Idaho Code §§63-711, 63-1302, 63-1303 and 63-1304;

NOW, THEREFORE, BE IT RESOLVED that the County Tax Collector, Jennifer Clark, is hereby authorized and directed to cancel the following on the tax rolls as listed by year:

(1) At the request of Treasurer Jennifer Clark, in a letter dated September 29, 2026, for cancellation of **late fees and interest** for the **2025** tax years.

PARCEL NUMBER	OWNER	EXPLANATION	VALUE TO CANCEL
RPRPGR1004400	Randy Spencer	Hospital stay	$91.65
RPRPWAS003000	Mike & Luisa Bennion Trust	Title Company miscommunication	$61.69

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: Nancy A. Allen for
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 October 6, 2026, as approved during the meeting of October 13, 2026.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk