

Table of Contents

Agenda	2
Signature on Modification of Grant or Agreement with the Caribou-Targhee National Forest	
Signature on Memorandum of Understanding for Regional Ambulance Bay with the McCammon Rural Fire District	10
Resolution No. 2023-22 Approving January 2023 Alcohol Licenses	14
Resolution No. 2023-23 Approving January 2023 Salaries	15
Resolution No. 2023-24 Approving Tax Cancellation Requests	17
Resolution No. 2023-25 Authorization to Dispose Surplus Assets/Property	19
Resolution No. 2023-26 Authorization to Dispose Surplus Assets/Property	20
Resolution No. 2023-27 Authorization and Order to Reallocate Funds	21
Resolution No. 2023-28 The Denial of Michael Wright’s Appeal of Planning and Development’s Decision Regarding Smith Canyon Road	22
Tax Cancellation Request	23
January 2023 Commissioner Proceedings	26
Approval of Meeting Minutes for February 3, 6, and 7, 2023, and Certification of Said Minutes	28

Commissioners' Agenda

The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1, Chair), Jeff Hough (District 2), and John Crowder (District 3). The BOCC generally meets twice a week: regular business meetings are on **Tuesdays at 9:00 a.m.** and work sessions are on **Thursdays at 9:15 a.m.** Meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho, unless otherwise noted. During these meetings, the BOCC may: approve contracts, expend funds, hear testimony, make decisions on land use cases and take care of other County matters, and are open to the public.

Times subject to change within 15 minutes of stated time.

Tuesday, February 14, 2023

BOARD OF COMMISSIONERS

9:00 AM MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)

9:05 AM Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)

9:10 AM Braeden Clayson, Chief of Staff, seeking signature on (1) Modification of Grant or Agreement with Caribou-Targhee National Forest, and; (2) Memorandum of Understanding for the Regional Ambulance Bay with the McCammon Rural Fire District (action items)

RESOLUTIONS AND ORDINANCES (action items):

Resolution No. 2023-22 Approving January 2023 Alcohol Licenses

Resolution No. 2023-23 Approving January 2023 Salaries

Resolution No. 2023-24 Approving Tax Cancellation Requests

Resolution No. 2023-25 Authorization to Dispose Surplus Assets/Property

Resolution No. 2023-26 Authorization to Dispose Surplus Assets/Property

Resolution No. 2023-27 Authorization and Order to Reallocate Funds

Resolution No. 2023-28 The Denial of Michael Wright's Appeal of Planning and Development's Decision Regarding Smith Canyon Road

LETTERS AND NOTICES (action items):

Tax Cancellation Request

SIGNATURE ONLY (action items):

January 2023 Commissioner Proceedings

CONSENT AGENDA (action items):

- Manual Checks
- Alcohol Licenses and Catering Permits

- Certificate of Residency Approval
- 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
- Technology Forms
- Minutes: Approval of Meeting Minutes for February 3, 6, and 7, 2023, and Certification of Said Minutes

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

JOHN CROWDER
Commissioner
3rd District

AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday** 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 accommodations to participate in public 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:

Braeden Clayson / Commission

Item to be considered/background:

1. Updated Snow Plowing Agreement with United States Forest Service. 2. Signature on MOU regarding the Ambulance Bay in McCammon.

Date of meeting requested: 2023-02-14

How much time will be needed? 5 minutes

Does this item involve a contract, agreement, external funding application or award acceptance? Contract

Have all supporting documents been included with this form? Yes

List of attendees:

Please include any supporting documents with your Agenda Request Form.

Commission Office Only:	
2/14/23	
Date:	Time



USDA Forest Service

OMB 0596-0217
FS-1500-19

MODIFICATION OF GRANT OR AGREEMENT		PAGE	OF PAGES
		1	3
1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 21-CO-11041557-011		2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	
		3. MODIFICATION NUMBER: 002	
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Region 4 Grants & Agreements, North Zone 324 25 th Street Ogden, UT 84401		5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Caribou-Targhee National Forest Westside Ranger District 4350 Cliffs Drive Pocatello, ID 83204	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Bannock County 5500 South 5th Avenue Pocatello, ID 83201		7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):	
8. PURPOSE OF MODIFICATION			
CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.		
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:		
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Voluntary Cooperator contribution of \$5,000.00 additional funding to continue project activities as outlined in the original agreement.		
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: Update Bannock County and U.S. Forest Service contacts as shown in Box 9 below.		
<input type="checkbox"/>	OTHER (Specify type of modification):		
Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.			
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):			
Update Agreement Provisions:			
III. THE U.S. FOREST SERVICE SHALL:			
A. Reimbursable Billing. The U.S. Forest Service shall bill the County quarterly, as of December 31, for funds sufficient to cover the costs for the specific payment period. Total reimbursement shall not exceed \$15,000 (original agreement amount of \$5,000 plus \$5,000 added through Modification 001, plus \$5,000 added through Modification 002), as agreed in the Financial Plan. All reimbursement billings must be completed within the same fiscal year as U.S. Forest Service expenditures. The County shall not be assessed overhead for work pertaining to this agreement.			
IV. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:			
A. PRINCIPAL CONTACTS:			
Bannock County Program Contact: Braeden Clayson, Chief of Staff 624 East Center Pocatello, ID 83201 PH: 208-236-7211 Email: BraedenC@bannockcounty.us			
U.S. Forest Service Administrative Contact: Lucas Knowles, Grants Management Specialist Region 4 Grants & Agreements, North Zone 324 25th Street Ogden, UT 84401 Email: Lucas.Knowles@usda.gov			



USDA Forest Service

OMB 0596-0217
FS-1500-19**10. ATTACHED DOCUMENTATION (Check all that apply):**

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. BANNOCK COUNTY SIGNATURE	11.B. DATE SIGNED 2/14/23	11.C. U.S. FOREST SERVICE SIGNATURE MELVIN BOLLING Digitally signed by MELVIN BOLLING Date: 2022.12.12 11:37:35 -07'00'	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): ERNIE MOSER		11.F. NAME (type or print): MEL BOLLING	
11.G. TITLE (type or print): Commission Chair, Bannock County		11.H. TITLE (type or print): Forest Supervisor, Caribou-Targhee National Forest	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by: LYNELLE SIMMONS Digitally signed by LYNELLE SIMMONS Date: 2022.12.11 15:25:16 -07'00' LYNELLE SIMMONS U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED
---	-------------------



USDA Forest Service

OMB 0596-0217
FS-1500-19

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Forest Service Agreement # 21-CO-11041557-011

Cooperator Agreement #

Collection Agreement Financial Plan

Modification 002

Cooperator and FS Contributions

COST ELEMENTS and related data				Cooperator Contribution	FS Non-Cash Contribution		
Line Item Cost Subtotals				Subtotal	Subtotal	Combined Subtotals	
PERSONNEL							
Resource Specialists (List all personnel):				# of Days	\$/Day		
Rob Harris, Recreation Technician Outside Base				1.50	\$309.00	\$463.50	\$463.50
Rudy Moore Road Crew Equipment Operator				1.50	\$346.00	\$519.00	\$519.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Rob Harris, Recreation Technician Base				7.00	\$309.00	\$2,163.00	\$2,163.00
Road Crew base				7.00	\$346.00	\$2,422.00	\$2,422.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Subtotal, Personnel:				17.00		\$982.50	\$4,585.00
TRAVEL							
Explanation of trips:		Vehicle Mileage Cost or Airfare Cost	# of Trips	PerDiem and Lodging			
From Where/To Where/For Whom							
Plow Truck travel		45.15	10		\$451.50		\$451.50
					\$0.00		\$0.00
						\$0.00	\$0.00
Subtotal, Travel:		\$45.15	10	\$0.00	\$451.50	\$0.00	\$451.50
EQUIPMENT							
Name and Type of Equipment:			Unit Cost	Quantity			
Repairs			\$3,116	1	\$3,116.00		\$3,116.00
Fuel			\$450	1	\$450.00		\$450.00
						\$0.00	\$0.00
Subtotal, Equipment:			#####	2	\$3,566.00	\$0.00	\$3,566.00
SUPPLIES							
Name and Type of Supplies:			Unit Cost	Quantity			
					\$0.00		\$0.00
					\$0.00		\$0.00
						\$0.00	\$0.00
Subtotal, Supplies:			\$0.00	0	\$0.00	\$0.00	\$0.00

CONTRACTUAL			
Describe Contracts that will most likely result from this project:			
			\$0.00
			\$0.00
			\$0.00
Subtotal, Contractual:	\$0.00	\$0.00	\$0.00
OTHER			
Describe Other Costs of the Project:			
plow driver training		\$220.00	
signage, site prep		\$1,500.00	\$1,500.00
			\$0.00
Subtotal, Other:	\$0.00	\$1,720.00	\$1,500.00
TOTAL DIRECT CHARGES	\$5,000.00	\$6,305.00	\$11,085.00
OVERHEAD ASSESSMENT (if applicable, see FSH 1909.13)	Insert Rate Here:	0.0%	\$0.00
Total Party Costs	\$5,000.00	\$6,305.00	\$11,305.00
COST ELEMENTS SUBJECT TO NATIONAL PASS-THROUGH RATES		Cooperator Contribution	
TOTAL CHARGES			
OVERHEAD ASSESSMENT (if applicable, see FSH 1909.13)	Insert Rate Here:		
Total Pass-Through Costs			\$0.00
TOTAL PROJECT COSTS			\$11,305.00

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



**Memorandum of Understanding (MOU)
Between Bannock County and The City of McCammon, Idaho for the Regional Ambulance Bay
with the McCammon Rural Fire District.**

This Agreement is by and between Bannock County (“County”) and The City of McCammon (“City”), collectively the “Parties”.

Background

Bannock County and McCammon intend to develop a Regional Ambulance Bay for Southern Bannock County based in the McCammon Fire Station in McCammon, Idaho. The fire station is located at 802 Front Street, McCammon, Idaho. The ambulance bay’s goal is to establish a regional collaboration for all phases of emergency management including: Mitigation, Preparedness, Planning, Response and Recovery. This project is a unique facility and long-term asset to South Bannock County. The collaboration on this project between Bannock County, and the city of McCammon will benefit McCammon residents while making our smaller regional communities more resilient. This partnership will provide Emergency Medical Personnel with an additional tool that enhances their ability to save lives.

Agreement

1. Mutual Responsibilities and Coordination.

- a. Cooperation.** The Parties shall cooperate in creating a mutually agreeable experience that meets the needs and goals of both County and City
- b. Nondiscrimination.** Each Party agrees it will not discriminate on the basis of race, creed, sex, national origin, disability, or any other protected class.
- c. Individual Representative.** The Parties shall each designate an individual representative to serve as a point of contact for matters relevant to this MOU.
- d. Training Opportunities.** The Parties agree that the County will have the opportunity to use the facility for training purposes so long as they work with the City in scheduling the County trainings via a Master Calendar maintained by the City. The County and City shall appropriately strive to collaborate on mutually beneficial training opportunities. The City shall not unreasonably deny any training opportunities so long as there is no conflict with City operations, policies, or procedures.

2. Bannock County Responsibilities.

- a. Allocate dedicated American Rescue Plan Act (ARPA) funds to allow completion of Ambulance Bay in new McCammon Fire Station.
 - i. Approximate Contribution: \$1,000,000.00
- b. This Contribution will be used to construct and house the South Bannock County Ambulance.
- c. Provide Bannock County with access and use of the common areas.
- d. Provide custodial services for all shared, dedicated, and secondary dedicated spaces.
- e. Provide access to facility to authorized County parties, including: keys, access codes, and authorizations as necessary.
- f. Provide PIO services to promote the Fire Station and Ambulance Bay.
- g. Comply with all City policies and procedures while on City property and ensure all invitees of County do as well.
- h. County shall be responsible for any damage to City facilities outside normal wear and tear that is caused by County or County guests, invitees, or that is reasonably documented by the city.

3. City of McCammon Responsibilities.

- a. Maintain a Master Calendar of the Fire Station. The City shall not unreasonably deny County access to the facility for training purposes so long as there is availability under the Master Calendar.
- b. Provide custodial services for all shared, dedicated, and secondary dedicated spaces.
- c. Develop joint curriculum and training program with the County
- d. Offer curriculum/training to responders in collaboration with the County
- e. Bannock County shall not create copies of keys or share access codes without prior approval from City and in compliance with City policies and procedures.
- f. Offer Fire Station resources to the County for, restrooms, showers, or other Emergency Service Personnel needs free of charge.

4. No Employment Relationship. Parties agree that no employment relationship exists between the parties. No benefits provided by either party to its employees, including unemployment and worker's compensation insurance, will be provided to the other party or its employees.

5. Term. The Agreement begins on full execution of this Agreement and shall continue for five (5) years. The Parties agree that at the end of year four (4) of this Agreement the parties will meet to review the Agreement and determine future steps including but not limited to: renegotiating a future Agreement, occupancy costs, reinvestment, or termination.

6. Termination. This Agreement may be terminated for the following reasons:

- a. By mutual written consent of the parties.
- b. Breach: In the event of non-compliance or breach by one of the parties of the obligations binding upon it, the parties agree to attempt to resolve the matter through good faith

negotiations between the parties. Should good faith negotiations fail, the non-breaching party may terminate the agreement. The non-breaching party must give written notice of the breach and the breaching party shall have 30 days to cure.

7. **Immunities and Protections.** The Parties shall retain all of their immunities and protections under the Idaho Tort Claims Act (I.C. Section 6-901 *et seq.*) regarding the terms of this Agreement and any claims brought against either Party.
8. **Compliance with Laws.** The Parties agree to comply with any and all applicable Federal and State laws.
9. **Amendment.** Any change to this arrangement requires a written amendment that each Party's authorized signatory must sign.
10. **Notice.** All notices relating to this Agreement shall be in writing and shall be deemed to have been delivered when delivered in person or by e-mail with electronic confirmation of delivery. All notices shall be delivered to the signatories below or the individual representatives appointed by County or the City as outlined in this Agreement.
11. **Force Majeure:** Neither party is responsible for failure to fulfill its obligations due to causes beyond its reasonable control that make the contract impossible, impracticable, or frustrate the purpose of the contract, including but not limited to: acts or omissions of government or military authority; acts of God; government or court orders, guidelines, regulations, or actions related to communicable diseases, epidemics, pandemics, or other dangers to public health; materials shortages; transportation delays; fires; floods; labor disturbances; riots; wars; terrorist acts; or any other causes, directly or indirectly beyond the reasonable control of the nonperforming party, so long as such party uses its best efforts to remedy such failure or delays if reasonable to do so. A party affected by a force majeure condition shall provide written notice to the other party within a reasonable time of the onset of the condition. A force majeure condition suspends a party's obligations under this contract, unless the parties mutually agree that the obligation is excused because of the condition.
12. **Governing Law.** The laws of the State of Idaho will govern this Agreement with venue in Bannock County.
13. **Ownership of Property.** The Parties agree that any modifications, improvements, and upgrades to the McCammon Facility shall be deemed real property and remain the property of the City. County agrees it will not have any ongoing interest in the property.
14. **Mutual Liability.** Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents or employees to the full extent required by law. Each party agrees to maintain reasonable coverage for such liabilities either through commercial insurance or a reasonable self-insurance mechanism, and the nature of such insurance coverage or self-insurance mechanism will be reasonably provided to the other party upon request.
15. **Severability.** If any part of this Agreement is held to be illegal, void, or in conflict with any Idaho law, the remainder of this Agreement remains operative and binding.
16. **Entire Agreement and Modification.** This Agreement represents the entire Agreement between the Parties and may not be altered, amended, or modified except in a writing signed by all Parties.

17. Approval by DPW. The Parties understand and agree that any structural changes or modifications to the Armory building may be subject to approval and oversight by the Idaho Division of Public Works (DPW). The parties agree to cooperate with DPW as necessary.

18. Financials. All documents, invoices, monetary transactions between the parties shall follow ARPA, as well as, County accounting guidelines with any applicable state and federal law.

To express the Parties' intent to be bound by the terms of this Agreement they have executed this document on the dates set forth below.

BANNOCK COUNTY

Signature
Ernie Moser
Commissioner, Chairman

Date: 2/14/2023

MCCAMMON CITY, IDAHO

Signature
Karlene Hall
Mayor - McCammon

Date: 2/14/2023

In the Matter of APPROVING)
JANUARY 2023 ALCOHOL LICENSES)

R.S. No. 2023-22
 February 14, 2023

RESOLUTION

WHEREAS, in the month of January 2023, the following have applied for the following licenses and have been issued permits by the District Health Department and do not have any disqualifications;

NOW, THEREFORE, BE IT RESOLVED that the following applications for January 2023 licenses/permits be approved.

DATE APPROVED	LIC #	TOTAL AMOUNT	OWNER	DBA/Event
01/26/2023	ABL2023-001	\$375.00	GRANDMA'S PANTRY POCATELLO	GRANDMA'S PANTRY POCATELLO

BOARD OF BANNOCK COUNTY COMMISSIONERS

 Ernie Moser, Chairman

 Jeff Hough, Commissioner

 John Crowder, Commissioner

ATTEST: _____
 Jason C. Dixon, Clerk

In the Matter of APPROVING)
JANUARY 2023 SALARIES)

R.S. No. 2023-23
 February 14, 2023

RESOLUTION

WHEREAS, salary approval forms, for the month of January 2023, have been submitted for approval by the Board of County Commissioners;

NOW, THEREFORE, BE IT RESOLVED that the following salaries are approved by the Board:

Date Approved	Name – Reason for Change Department – Position	Salary & Effective Date
01/03/2023	Steven Joseph Honas – Replacement for Josh Moss Road & Bridge – Interim Shop Supervisor	\$26.54/Hr. 01/09/2023
01/03/2023	David Penrod – Replacement for Michael Sturman Road & Bridge – Equipment Operator (McCammon)	\$18.92/Hr. 01/09/2023
01/10/2023	Trey Talbot – Family Court Services – PT Sr. Admin Assistant	\$16.53/Hr. 01/17/2023
01/10/2023	Cami Kelley – Juvenile Division – On-Call Juvenile Assistant	\$18.92/Hr. 01/17/2023
01/10/2023	Nathan Dean Coleman – Replacement for Casey Hollowell Jail – Deputy Detention Division	\$21.66/Hr. 01/17/2023
01/10/2023	Mike Helm – Became a certified appraiser Appraisal – Certified Property Appraiser	\$21.66/Hr. 01/03/2023
01/19/2023	Cameron McCormack Pead – Replace for Garrison Zeal Jail – Deputy Detention Division	\$21.66/Hr. 01/30/2023
01/19/2023	Kacey Whiting – Completed introductory period Jail – Deputy Detention Division	\$21.96/Hr. 02/28/2023
01/19/2023	Gary Gunnell – Completed POST and introductory period Jail – Deputy Detention Division	\$21.96/Hr. 02/22/2023
01/24/2023	Travis VanLeuven – Replacement for Michael Sturman Road & Bridge – Equipment Operator McCammon	\$18.92/Hr. 01/30/2023
01/24/2023	Steven Joseph Honas – Interim Shop Supervisor Road & Bridge – Shop Supervisor	\$2,123.20/Biweekly 01/30/2023
01/24/2023	David P. Evans – Replacement for Paul Ron Reid Solid Waste – Equipment Operator	\$18.92/Hr. 01/30/2023
01/24/2023	Caleb Nwosu – Replacement for Nick Benson Road & Bridge – Mechanic	\$20.26/Hr. 01/30/2023
01/26/2023	Erica Patterson – Replacement for Kambrie Wright Prosecutors – Senior Administrative Assistant	\$16.53/Hr. 02/06/2023
01/26/2023	Brandi Bruce – Replacement for Erica Patterson Prosecutors – Senior Administrative Assistant	\$16.53/Hr. 02/06/2023

01/26/2023	Luann Searle – Replacement for Kelly Burmester Clerk/Recorder/Auditor – Accts Pay/Tech/Dep Clerk	\$17.69/Hr. 02/06/2023
01/26/2023	Jack Sherlock – Returning for Temporary Position County Operations – Social Media Intern	\$13.47/Hr. 01/23/2023
01/26/2023	Kelly Burmester – Replacement for Tabitha Bowden Clerk/Recorder/Auditor – Accts Rec. Tech Deputy Clerk	\$17.69/Hr. 01/30/2023
01/26/2023	Daniel Montgomery – Replacement for Leslie Land Juvenile Probation – Asst. Chief JPO Division Manager	\$2,303.20/Biweekly 02/06/2023

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chairman

John Crowder, Commission

Jeff Hough, Commission

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of APPROVING)
TAX CANCELLATION REQUESTS)

R.S. No. 2023-24
 February 14, 2023

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on February 7, 2023; 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:

At the request of the County Assessor, Anita Hymas, in a letter dated January 26, 2023, for cancellation of market value for the 2022 property tax roll.

MHMH005000802	Jarel Neeser – Mobile home moved illegally	\$2,929.00 Market value
MHMHPFL005802	Jonathan Roble – Mobile home was relocated; no longer there	\$4,614.00 Market value
MHMHRSA002201	David Wells – Abandoned by owner & vacant; very poor condition	\$1,998.00 Market value
RPRCBNS003000	Larry D. Watson – Allowed full homeowner exemption; HB 389	\$125,000.00 Market value
RPRDDOW032200	Klair Gunn Trust – Error on outbuilding	\$290,116.00 Market value
RPRPGF4000300	Westbrough Stonehaven Legacy Trust – Allowed full homeowner exemption; HB 389	\$125,000.00 Market value
RPRPNGT000200	Michael P. Hunter – Allowed full homeowner exemption; HB 389	\$111,149.00 Market value

RPRPPOC321100	Kelsey Jonas – Allowed partial homeowner exemption	\$67,773.00 Market value
RPRSW2002000	Dustin Murray – Error on land value	\$4,464.00 Market value
RPRRMIC001800	Brandon R. Dalley – Allowed full homeowner exemption; HB 389	\$125,000.00 Market value

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chairman

Jeff Hough, Commissioner

John Crowder, Commissioner

ATTEST: _____
Jason C. Dixon, Clerk

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

R.S. No 2023-25
 February 14, 2023

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 Bannock County Problem Solving Court assets/property are of no further use to the County:

Quantity	Description	Model Number	County Asset Number
1	Wooden L Shaped Desk		
2	Metal Four Drawer Filing Cabinets		
1	Six Foot Partition		

NOW THEREFORE, IT IS HEREBY RESOLVED that the assets/property listed above are hereby declared to be surplus property and shall be disposed of through either destruction or auction as determined appropriate by the Supervisor of the Bannock County Problem Solving Court.

BOARD OF BANNOCK COUNTY COMMISSIONERS

 Ernie Moser, Chairman

 Jeff Hough, Commissioner

 John Crowder, Commissioner

ATTEST: _____
 Jason C. Dixon, Clerk

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

R.S. No 2023-26
 February 14, 2023

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 Bannock County Adult Probation and Pretrial assets/property are of no further use to the County:

Quantity	Description	Model Number	County Asset Number
1	Toshiba Studio 456 Copier/Fax Machine	A22854	15620

NOW THEREFORE, IT IS HEREBY RESOLVED that the assets/property listed above are hereby declared to be surplus property and shall be disposed of through either destruction or auction as determined appropriate by the Supervisor of Bannock County Adult Probation and Pretrial.

BOARD OF BANNOCK COUNTY COMMISSIONERS

 Ernie Moser, Chairman

 Jeff Hough, Commissioner

 John Crowder, Commissioner

ATTEST: _____
 Jason C. Dixon, Clerk

In the Matter of AUTHORIZATION AND)
ORDER TO REALLOCATE FUNDS)

R.S. No. 2023-27
February 14, 2023

RESOLUTION

WHEREAS, monies have been requested to be reallocated from the Tyler software budget to a training/education – Tyler line item to add budget authority; and

WHEREAS, this reallocation will have no negative effect on the budget;

NOW THEREFORE, BE IT RESOLVED that the Auditor’s Office is hereby authorized and ordered to reallocate funds in the following budget lines:

To Line:	11010112-44500	Amount:	\$15,000
From Line:	110101-90400	Amount:	\$15,000
To Line:	11010112-44000	Amount:	\$10,000
From Line:	110101-90400	Amount:	\$10,000

WHEREAS, monies have been requested to be reallocated from the Maintenance/Grounds salary budget to the operating budget to add budget authority; and

WHEREAS, this reallocation will have no negative effect on the budget;

NOW THEREFORE, BE IT RESOLVED that the Auditor’s Office is hereby authorized and ordered to reallocate funds in the following budget lines:

To Line:	110110-42400	Amount:	\$49,005
From Line:	110110-40250	Amount:	\$49,005

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Commissioner

John Crowder, Commissioner

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of THE DENIAL OF)
 MICHAEL WRIGHT'S APPEAL OF)
 PLANNING AND DEVELOPMENT'S)
DECISION REGARDING SMITH CANYON RD)

R.S. No. 2023-28
 February 14, 2023

RESOLUTION

WHEREAS, the Bannock County Planning and Development Council, hereinafter referred to as "Council," issued a decision on December 14, 2022 requiring developer Michael Wright to pave Smith Canyon Road as a conditional provision to his subdivision; and

WHEREAS, on December 18, 2022, Michael Wright filed an appeal to the Bannock County Commissioners of the Planning and Development Council's decision; and

WHEREAS, the Board of Bannock County Commissioners, pursuant to Zoning Ordinance 1998-1, Section 550.C, reviewed the appeal and the record on January 17, 2023; and

WHEREAS, on January 17, 2023, after reviewing the appeal and the record, a motion was made to deny the appeal and uphold the Council's decision to require the developer, Michael Wright, to pave Smith Canyon Road and the motion passed;

NOW THEREFORE, BE IT RESOLVED, that the Appeal of the requirement for developer, Michael Wright to pave Smith Canyon Road is denied. Michael Wright, or any other affected person, shall have 14 days from the date of this decision to request a re-consideration of the Board's decision.

BOARD OF BANNOCK COUNTY COMMISSIONERS

 Ernie Moser, Chair

 Jeff Hough, Commissioner

 John Crowder, Commissioner

ATTEST: _____
 Jason Dixon, Clerk



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

ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

JOHN CROWDER
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:

ASSESSOR

Item to be considered/background:

TAX CANCELLATION anitah@bannockcounty.us

How much time will be needed? Meeting date requested:

5 minutes

2/14/23

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:

Anita Hymas - Bannock County Assessor

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

Commissioner Office Only:
Date: 2/14/23 Time: _____

BANNOCK COUNTY
ASSESSOR'S OFFICE
130 N. 6TH AVE., Pocatello, ID 83201
P.O. Box 4969, Pocatello, ID 83205



ANITA HYMAS
Assessor

Phone: (208) 236-7260
Fax: (208) 232-7074

February 9, 2023

Honorable Commissioners
Ernie Moser, Chairman
Bannock County Courthouse
Pocatello, Idaho 83205

Honorable Commissioners:

Please allow the following property tax cancellations pertaining to the **2022 property tax roll**. Calculations are to be completed by the Bannock County Treasurer using the appropriate levy and the following market value. Any request for tax cancellation will be accompanied with an explanation for each individual parcel. This request for tax cancellation does not affect the certified market value. Idaho Code 63-1302

PARCEL NUMBER	OWNER	EXPLANATION	MARKET VALUE CANCELLATION
PPPP001171200	CLARION INN POCATELLO	SOLD BUSINESS	\$276,031
RPRCCY4007200	SARTIN, STEPHANIE J	SHOULD HAVE RECEIVED FULL HOMEOWNER EXEMPTION	\$83,291
RPRPING001400	ARMSTRONG, THOMAS	ALLOWED FULL HOMEOWNER EXEMPTION; HB389	\$105,479
RPRPPOC199100	ISLAMIC SOCIETY OF SE IDAHO	NON-PROFIT AGENCY; 63-602	\$100,000
RPRPPOC239200	PORTNEUF VALLEY ST VINCENT DEPAUL	NON-PROFIT AGENCY; 63-602	\$100,000
RPRPPOC339002	HAMILTON, TIFFANIE	ERROR ON IMPROVEMENT	\$107,257

Sincerely,

Anita Hymas
Bannock County Assessor
CC: TRSR; FILE

BANNOCK COUNTY COMMISSIONERS

Chairman

Commissioner

Commissioner

2-14-23

In the Matter of JANUARY 2023)
COMMISSIONER PROCEEDINGS)

The following is a synopsis of proceedings, pursuant to Idaho Code §31-819, of the Board of Bannock County Commissioners for January 2023, to wit, of which a complete set of minutes is on file at the Bannock County Clerk's Office, Pocatello, Idaho.

Jan 3: Indigent business. Waterways report, R&B annual report, and Subaward closeout for DEQ. Forensic Pathologist consultant contract with Dotti Owens for \$27,000. Resolutions 2023-1 Certification of 2022 Levies; 2023-2 Approving Tax Cancellation Requests; and 2023-3 Authorization and Order to Reallocate Funds. Signature items and consent agenda.

Jan 5: Claims. Church of Christ tax exemption application. Lease review and policy. Safe Teen Assessment Center update. GIS Aerial Imagery bid award. Draft review of surveyor RFQ. Concert production services procurement. HR SOP updates. Policy for TikTok use. Jail rebuild discussion.

Jan 9: Newly elected oaths of office.

Jan 10: Safe Teen Assessment Center building purchase and funding. Selection of Board Chairman. Resolutions: 2023-4 Vacating a Remnant of Glover Road; 2023-5 Approving Tax Cancellation Requests; 2023-6 Approving Dec 22 Salaries; 2023-7 Approving Dec 22 Alcohol Licenses; 2023-8 Designating County Road for State Reimbursement; 2023-9 Designating County Road for State Reimbursement; 2023-10 Authorization and Order to Reallocate Funds; 2023-11 Self-Certification to Increase Micro-Purchase Threshold for Federal Grants; 2023-12 Approval of Regulation of TikTok Usage with County Devices; and 2023-13 Approval of Concert Production Services Secured on Open Market. Signature items and consent agenda. Bid opening for Detention Center roof.

Jan 12: Claims. Contract for Renaissance Fair. Forensic pathology update. ARPA funds discussion/reporting. Westfield Estates Division 4 bond agreement extension. Analysis of CRS program and discontinuation. Update on land use ordinance rewrite. Requests to dispose of equipment. Procurement update. SOW for concealed weapons detection equipment. Courthouse clock discussion. HR SOP update for evaluations and internships. Planning meeting with City of Pocatello. Appointment of Stuart Ward to Planning Council.

Jan 17: Indigent business. Chubbuck Mayor quarterly update. Revised FY22 Indigent Defense Expenditure Report. Tyler Investment Assessment PACE program. Resolutions: 2023-14 Adopting County Lease Accounting Policy; and 2023-15 Accepting Extension of Bond and Development Agreement with Rio Vista Development LLC. Letters, signature items and consent agenda. Firework production bid opening. Appeal of P&D decision regarding paving Smith Canyon Road.

Jan 19: Claims. Snow grooming concerns. Property tax relief requests. Payroll approval process and indigent defense levy. SICOG request for Big Onion and Ninemile fuels reduction planning. Detention Center roof bid award. Procurement update. McCammon ambulance bay draft agreement. Forensic Pathology Center tour of ISU. Quarterly jail inspection.

Jan 24: Indigent business. LHSIP Federal-Aid Project Request for Buckskin and Parks Road Improvements. Acceptance of report for Quarterly Jail inspection. Consultant Owens reimbursement requests. Sixth Street entrance planning. Resolutions 2023-16 Authorization to Dispose Surplus Property; and 2023-17 Approving Tax Cancellation Requests. Letters, signature items and consent agenda. Executive session – personnel. Elected Official meeting.

Jan 25: Community engagement meeting in Marsh Valley.

Jan 26: Claims. Ambulance staff training opportunity. Facilities update. PSA with Starr Corporation. Digital analytics report. Forensic Pathology equipment. IDPR Grant application for Connecting Communities Trail section. Fireworks bid award. Concealed weapons detection system bid. Procurement update. Report on budget to actual revenues and expenditures.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

Attest: _____
Jason C. Dixon, Clerk

Published: Feb 18, 2023

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of February 3, 6 and 7, 2023, as approved during the meeting of February 14, 2023.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

ATTEST:

Jason C. Dixon, Clerk



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Friday, February 3, 2023
County Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Nancy Allen on behalf of Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Chief of Staff Braeden Clayson, Comptroller Kristi Klauser, Civil Prosecutor Brian Trammell

Agenda Details

AGENDA	
1	<p>Claims Meeting (action items)</p> <p>Agenda:</p> <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 • Alcohol Licenses and Permits • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable • Cardholder User Agreement and Authorization

Meeting Notes

- 1 9:58 AM Moser called the meeting to order. Hough moved to enter into the Board of Ambulance. The motion passed. Hough moved to approve the claims and exit the ambulance district. The motion passed. Questions were addressed on claims. Hough moved to approve the Commissioner report as presented. The motion passed. Hough moved to approve the salary form as presented. The motion passed.

Video: <https://www.youtube.com/watch?v=AeYM6ASFkQM>

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Ambulance District and County claims/invoices approved.	Internal process
Salary form approved.	Internal process



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Monday, February 6, 2023
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Nancy Allen on behalf of Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Sheriff Tony Manu, Attorney Alan Boehme, Chief of Staff Braeden Clayson

Agenda Details

AGENDA

- 1 Executive Session under Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (action item)

Meeting Notes

- 1 10:58 AM Moser called the meeting into session. Hough moved to go into executive session under Idaho Code §74-206(1)(f) for discussions with legal counsel. The motion passed by roll call vote. 11:09 AM Hough moved to exit executive session. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Executive session from 10:58-11:09 AM regarding litigation issue.	N/A



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, February 7, 2023
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Comptroller Kristi Klauser, HR Director Ryan Belnap, Deputy Clerk Nancy Allen, Chief of Staff Braeden Clayson (9:12 am)

Agenda Details

AGENDA	
1	MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)
2	Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
3	Kristi Klauser, Comptroller, seeking (1) approval to pay 4 th Quarter 2022 Unemployment with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session, and (2) to discuss moving monies within Clerk's Capital to operating and Maintenance salaries to operating (action item)
4	Adam McKinney, Chief Technical Officer, seeking signature on a request for a new .gov domain request (action item)
5	Emma Iannacone, Public Information Officer, seeking direction regarding the logo for Eastern Idaho Forensic Pathology Facility/Center (action item)
6	Approval to dispose of a non-functioning copier in Probation and Pre-trial and a few items from a department in Courts (action item)
7	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2023-18 Vacation of Paris Lane Sunnyside Subdivision Resolution No. 2023-19 Vacation of Road Right-of-Way S. Robin Road Resolution No. 2023-20 Authorization to Dispose Surplus Assets/Property Resolution No. 2023-21 Approving Tax Cancellation Requests
8	LETTERS AND NOTICES (action items): Tax Cancellation Request Public Hearing Notice – Rezone Armstrong
9	SIGNATURE ONLY (action items): Meeting Facility Use Request form
10	CONSENT AGENDA (action items): <ul style="list-style-type: none"> • Manual Checks • Alcohol Licenses and Catering Permits • Certificate of Residency Approval • 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 • Technology Forms • Minutes: Approval of Meeting Minutes for January 19, 24, 25, and 26, 2023, and Certification of Said Minutes
11	Executive Session under Idaho Code §§74-206(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or

individual agent, or public school and (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (action item)

- 12 Bid Opening Survey Review RFQ (action item)

Meeting Notes

- 1 8:59 AM Moser called the meeting to order and reviewed the executive session at 10:30 am was moved to Thursday. Hough moved to approve the agenda. The motion passed.
- 2 9:00 AM Shantal Lauulu presented a release of lien for a closed case. Hough moved to approve the indigent request as presented. The motion passed.
- 3 9:00 AM Klauser reviewed requests to reallocate funds for Tyler training and maintenance operations. Hough moved to accept and approve the movement of funds as presented. The motion passed. A resolution will come next week.
9:03 AM Klauser reviewed unemployment payments. The DOL accepted a CARES credit we were eligible for in 2020 on our behalf. We were unaware of the credit and continued to pay. Now we have a \$24,000 credit. Reporting is being looked into and whether we should keep the credit or request a refund. Hough moved to approve and pay the fourth quarter unemployment as presented. The motion passed.
- 4 9:09 AM McKinney reviewed a request for a .gov domain. The rules have changed and "Idaho" is not required in the domain. Hough moved to approve the purchase of the new domain, www.bannockcounty.gov. The motion passed. McKinney clarified there is no charge.
- 5 9:24 AM Iannacone submitted a logo for consideration, and questioned whether to use "center" or "facility" in the name. The term "center" was preferred. Crowder shared meetings scheduled for Thursday and March 9 are rescheduled to February 23 to discuss ARPA. Hough moved to approve the official logo. The motion passed.
- 6 9:14 AM Hough moved to approve the disposal of items as presented. The motion passed.
- 7 9:10 AM Moser reviewed the resolutions. Hough moved to approve Resolutions 2023-18, 19, 20, and 21. The motion passed.
- 8 9:12 AM Hough moved to approve the tax cancellation request and public hearing notice. The motion passed.
- 9 9:13 AM The Meeting Facility Use Form is for use of Chubbuck City Hall for elections. Hough moved to approve the Facility Use Form and signature. The motion passed.
- 10 9:13 AM Hough moved to approve the alcohol license and minutes. The motion passed.
- 11 The executive session was rescheduled.
- 12 10:59 AM Procurement Officer Shanda Crystal appeared. Moser reviewed the Surveyor RFQ bid solicitation and that one addendum was issued. Crystal released the responses in Bonfire. Hough read the responding surveyors:
Creek Hollow & Associates - Christopher Adams
Dioptra LLC - Adam J. Thayer
Dioptra LLC - Stewart Ward
Summit Land Surveying - Matthew S. Baker
11:03 AM Hough moved to accept the bids and take them under advisement. The motion passed.

<https://www.youtube.com/watch?v=TZ3K6sSc7c4>
<https://www.youtube.com/watch?v=oPBACzkS05Y>
https://www.youtube.com/watch?v=3h_hOgrR_JE

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved release of lien.	Laulu
Approved funds reallocations for Tyler training and maintenance operations.	Auditing/Legal
Approved unemployment payment/credit. Report back regarding implications on requesting refund of CARES funds from DOL.	Klauser
IT approved to secure .gov web address.	McKinney
Logo approved for Eastern Idaho Forensic Pathology Center.	N/A
Disposal of assets approved for Adult Probation and Courts.	Grayson, Dye & Legal
Resolutions 2023-18, 19, 20, and 21 approved.	Legal
Approved tax cancellations, Armstrong rezone public hearing notice, facility use agreement for Elections, alcohol license and minutes.	N/A
Surveyor RFQ submittals taken under advisement.	Procurement