



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

Meeting Location: Old Commissioner Room, 10 W Court St, Malad City, Idaho 83252

AGENDA – Commissioners Meeting - 11 August 2025 - 9:00AM

Due to the Oneida County Fair this week, the Commissioner Meeting will be held in the Old Commissioner Room at the Courthouse instead of its usual location.

*** RECORDING# 250728-0148 & 250811-0149 ***

IN ATTENDANCE: Commissioner Chairman Bill Lewis, Commissioner Brian Jeppsen, and Commissioner Ken Eliason.

Commissioner Lewis opened the meeting and led all in the pledge and a prayer.

Approve Agenda

Commissioner Jeppsen to add as discussion only the news release from Eastern Idaho Interagency Fire Center (EIIFC) and accept the agenda. Seconded by Commissioner Eliason. All ayes. Motion carried.

Consent Agenda, Payment of Claims, and Approval of Meeting Minutes

Commissioner Eliason motioned to accept the consent agenda, which includes the payment of claims and approval of meeting minutes. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
56	GENERAL FUND/CURRENT EXPENSE	\$ 21,266.66
37	ROAD AND BRIDGE	\$ 96,370.96
2	AIRPORT	\$ 193.11
1	AMBULANCE	\$ 803.56
1	DISTRICT COURT	\$ 48.85
14	07 FAIR, COUNTY	\$ 5,889.22
19	JUSTICE FUND	\$ 14,877.33
7	PARKS & RECREATION	\$ 2,152.99
3	WEEDS	\$ 167.66
2	CONSOLIDATED ELECTIONS	\$ 52.00
1	OPIOID SETTLEMENT	\$ 500.00
4	40 E-911	\$ 1,322.07
2	LATCF FUNDING	\$ 66,827.58
TOTAL:		\$ 210,471.99

Probation – Certification to Help Moderate Juvenile Conflict

Tabled for a future meeting (waiting for information).

News release from Eastern Idaho Interagency Fire Center (EIIFC)

The Board reviewed a letter from the Eastern Idaho Interagency Fire Center announcing Stage 1 Fire Restrictions across federal, state, and private forest and rangelands, including roads and trails in Eastern Idaho counties. These restrictions aim to reduce wildfire risk and protect public safety.

The public is encouraged to view the full guidelines on the Idaho Department of Lands Fire Restrictions Finder website: <https://www.idl.idaho.gov/fire-management/fire-restrictions-finder/>. Restrictions include limits on open flames, smoking, fireworks, and certain types of ammunition, with exceptions for developed recreation sites and approved devices. Violations may result in fines or other enforcement actions.

City Sewer System – Air Quality Issues

Residents Harry and Patsy Sherman shared concerns about an air quality issue related to Malad City's new Wastewater Treatment Plant. They reported that odors from the facility make it difficult to be outdoors or keep windows open at their home. The Shermans noted that the facility's aeration pumps must run continuously to properly treat the water and mitigate odor.

The Shermans contacted the Mayor and City Superintendent of Public Works, as the lagoon is managed by the city. The Sherman's have also spoken with Alder Farms, which is permitted to use treated wastewater from the lagoon pond to irrigate approved crops under Department of Environmental Quality (DEQ) guidelines and it's use is aimed at conserving local water resources.

Additionally, Scott MacDonald, with Idaho DEQ, is investigating the matter and recommended that residents document concerns and meet with the County Board of Commissioners, the Mayor, and City Public Works to discuss further actions.

Commissioner Lewis motioned to send a letter, with a re-cap of the commissioner meeting minutes, to Scott McDonald at the Department of Environmental Quality (DEQ) and designate Commissioner Brian Jepps as the point of contact from the Board of County Commissioners. Seconded by Commissioner Eliason. All ayes. Motion carried.

Review of Emergency Preparedness Active Shooter Exercise

The recent Active Shooter Exercise held in Malad on August 7 was considered a success in evaluating the county's emergency preparedness, revealing both strengths and areas needing improvement. The exercise demonstrated that the current number of law enforcement officers is insufficient to manage a large-scale emergency, and it also exposed significant weaknesses in the county's communication systems during a crisis. In response, the Sheriff's Office is working with a vendor to explore available options to improve coverage and enhance communication capabilities for future emergency situations.

Emergency Communications (via text)

About a week prior to the commissioner meeting, Malad City residents experienced a water issue and many residents did not receive any (or all) of the communications that were sent out. Commissioners discussed possible ways to improve the communication process, noting that some current technologies, such as AlertSense, require residents to opt-in to receive notifications via phone or text.

Commissioners noted that Mayor Joan Hawkins and Sheriff Doug Williams are also taking steps to enhance the communications system. Sheriff Williams is waiting for system updates to Integrated Public Alert and Warning System (IPAWS), which is managed by FEMA and allows authorized authorities quickly send emergency alerts to the public via phone, TV, radio, and digital road signs, websites, and more.

AlSCO Floor Mat Estimate

Building Maintenance Supervisor Tory Richardson reported that the county currently utilizes the services of Mountain Valley Floor Mats for floor mat services. The company is now under new ownership and has had a history of miscellaneous billing issues with the county.

Mr. Richardson has been in contact with AlSCO for several months and they have presented the county with several service alternatives, including the option to buy the mats and clean them ourselves or to continue having a bi-weekly professional cleaning service.

AlSCO has proposed a 3-year services agreement and commissioners expressed their preference in having a trial period prior to committing to the full term.

Commissioner Lewis motioned to cancel the service with Mountain Valley Floor Mats effective September 1, 2025 and begin services with AlSCO with a clause in the agreement stating that the County must be satisfied with AlSCO's performance in order to continue for the full 3-year term. Seconded by Commissioner Eliason. All ayes. Motion carried.

Steps to Validate County Road Map(s)

After discussion over several meetings, Attorney Lyle Fuller recommended the county assume the county followed the directions from twenty-years ago (July 1, 2005) that required counties to publish a county road map and update it every 5-years. On this premise, and as long as there are no new roads the county is claiming (not deeded to the county), no public hearing is needed to update and publish a current county road map. Road & Bridge Admin Lisa Baker noted that most of Oneida County roads are prescriptive, not deeded. A resolution would state what Oneida County considers to be a county road. One issue this will address is that it will keep people from closing off public access roads.

Attorney Lyle Fuller will work with Mrs. Baker to prepare a resolution (to adopt a county map) that will be ready to sign at a future meeting.

Commissioner Jeppsen motioned to request a resolution be drafted by Oneida County's legal counsel in order to adopt a county road map. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – Ratify Woodruff Bridge Documents

Due to a fast-approaching project completion deadline, documents related to the Woodruff Bridge Project were signed last week to allow Whitaker Construction to proceed with their work. These documents were then presented to the entire board for ratification.

Commissioner Jeppsen motioned to ratify the Woodruff Bridge documents previously signed to allow construction of the bridge to begin. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – Traffic Control & Water Diversion for Woodruff Bridge

Road & Bridge Supervisor Dianna Dredge requested Board approval to proceed with renting equipment necessary for completion of the Woodruff Bridge Project. At this time, the specific equipment and rental timeframe have not yet been determined, and therefore formal quotes have not been obtained.

One rental option under consideration is Whitaker Construction, the contractor awarded the project, as they are familiar with project requirements and located closer than other potential vendors, such as Rain for Rent.

Ms. Dredge informed the Board that she will make a good faith effort to contact multiple vendors for pricing and availability once equipment needs are finalized. She will document all communications in accordance with Idaho Code § 67-2806 to ensure compliance with procurement requirements.

The Board acknowledged the urgency of the project and expressed support for continuing the rental inquiry process under applicable purchasing laws.

Commissioner Eliason motioned to authorize Road & Bridge Supervisor Dianna Dredge to be the decision maker for the water diversion and traffic control proposals on the Woodruff Bridge. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

R&B – Request to Purchase a Used Plow Truck and Belly Dump Trailer

Road & Bridge Supervisor Dianna Dredge requested Board authorization to purchase a used plow truck and a belly dump trailer, both needed for department operations.

The plow truck is expected to be listed on the Idaho State Surplus Property site, and due to high demand, Ms. Dredge sought advance approval to proceed with the purchase when it becomes available. The Board approved the purchase of the plow truck, which is within the department's current approved budget.

Ms. Dredge also identified a used belly dump trailer available for purchase at a price of \$18,000. However, it was disclosed that the trailer is owned by the father-in-law of a Road & Bridge employee. Due to the potential conflict of interest, the Board deferred action on this item pending legal review. County Attorney Lyle Fuller will evaluate whether the proposed purchase complies with applicable conflict-of-interest laws and will report back at a future meeting.

Commissioner Jeppsen motioned to authorize Road & Bridge Supervisor Dianna Dredge to purchase a used plow truck up to \$35,000. Seconded by Commissioner Eliason. All ayes. Motion carried.

VSO – Non-Renewal of Tyler Technologies MOU for VetraSpec Software

Veterans Service Officer Dave Colton informed the Board that he will not be renewing the agreement for the VetraSpec veterans' benefits software, provided through Tyler Technologies. He cited a lack of sufficient case volume to justify the continued expense. As required by the memorandum of understanding, a 30-day notice of cancellation will be submitted.

Commissioner Jeppsen motioned to not renew the subscription for Tyler Technologies for the VetraSpec Software and authorized the clerk's office in sending the cancellation notice.

GEM Grant Applications – Opportunity

The Board discussed the availability of grants of up to \$50,000, requiring a 20% county cash match (\$10,000), for eligible economic development projects. Potential uses for the funds include tourism planning, improvements to public spaces, enhancements at the fairgrounds, and the installation of 30-amp electrical outlets for vendor use along the fairgrounds fence line.

Commissioners acknowledged that all required application materials must be submitted to Molly Beseris by September 1, 2025. This topic will be revisited at the next Board of Commissioners meeting scheduled for August 25, 2025.

Water Filtration – Purchase Arrangements

In January, the Board approved the purchase of a water filtration system for emergency use by the county. The system was ordered prior to obtaining the required Emergency Activity Number (EAN), which is necessary for reimbursement through the Emergency Management Performance Grant (EMPG) program.

It was determined that Oneida County will reimburse Commissioner Jeppsen for the purchase and will subsequently submit the expense for reimbursement through EMPG funds.

Commissioner Lewis motioned to reimburse Commissioner Jeppsen in the amount of \$418.70 for the approved purchase of the LifeStraw Water Filtration system purchase on behalf of Oneida County. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Jeppsen abstained from the vote.

Courtroom Remodel – Chairs & Desks

As part of the courtroom remodel project, approximately 40 new chairs are needed for the gallery and an additional 5 chairs for the foyer. Clerk Lon Colton informed the Board that suitable chairs have been identified, but connector components will also be required.

Clerk Colton noted that there are sufficient funds available in the Tribal Funds account to cover the final furnishings for the remodel—including chairs, desks, and related items—with an estimated total cost of approximately \$25,000.

Commissioner Eliason motioned to authorize spending up to \$25,000 of Tribal / LATCF Funds for chairs and tables for the court facilities. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

American Legion – Invitation for BOCC to attend “Historical Building Award” Ceremony

Commissioners have been invited to attend a historical building award ceremony on September 17, recognizing the American Legion. Jean Thomas was instrumental in securing this award. Although the Commissioners are scheduled to attend a conference that week, they will make an effort to attend the ceremony.

Website Renewal

A five-year agreement with Revize for renewal of the County's website services contract was presented to the Board for approval and signature. As part of the renewed agreement, Revize will assist in improving and updating the County's website.

Commissioner Eliason motioned to accept the five-year website service renewal agreement with Revize in the amount of \$4,100 per year. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Budget Line for P&Z to Allow for Refund of Deposits

A recent refund request submitted through Planning and Zoning highlighted the need for a dedicated budget line item to track permit refunds. Clerk Lon Colton

recommended establishing a new line item with an initial allocation of \$3,000 to \$5,000, pending further evaluation of actual refund activity and need over time.

Commissioner Lewis motioned to approve a budget line item of \$3,000 for Planning & Zoning for the refund of deposits and fees. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Executive Session – 74-206 (1) (b)

Commissioner Lewis motioned to move into executive session per Idaho Code 74-206 (1) (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 student. Seconded by Commissioner Jeppsen. Roll call vote: Ayes from Commissioners Lewis, Eliason, and Jeppsen. Motion carried.

After the Executive Session, the Board of Commissioners recessed for a brief lunch before resuming the regular meeting.

129K Study Results – 4 CASI - Molly Beseris / Keller Associates

Molly Beseris with Four County Alliance of Southeastern Idaho (4-CASI) was unable to attend the meeting. In her absence, Jake Poulsen and Piper Gutridge of Keller Associates presented the results of the 129,000-pound (129k) truck route study, a project funded and coordinated in collaboration with 4-CASI. Mr. Poulsen was recently appointed as the Southeast Idaho and Utah Regional Manager for Keller Associates.

Mr. Poulsen provided an overview of the study, which was conducted to evaluate local roads for potential designation as 129k truck routes, in accordance with Idaho Code § 49-1004 and Idaho Transportation Department (ITD) guidelines. These routes permit commercial vehicles to carry loads up to 129,000 pounds, provided that engineering and safety standards are met.

The study included traffic analysis to identify the most frequently traveled routes by 129k trucks and engineering evaluations to determine whether these roads can safely support heavier loads. Keller Associates provided recommendations for infrastructure improvements needed to bring specific roads up to 129k standards.

The presentation included photos, diagrams, and reports detailing the purpose and need of the study, engineering assessments, public safety analysis, and a preliminary cost estimate for proposed upgrades.

Scott Leavitt Insurance Renewal

Scott Leavitt presented renewal options for the County's employee health insurance plan for the upcoming year. After reviewing the marketplace, Mr. Leavitt reported

that the current provider offered the most competitive renewal rate, with an inflation increase of 9.48%, compared to other quotes exceeding 12%.

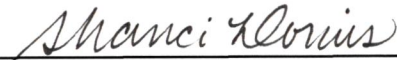
Mr. Leavitt recommended continuing with the same health insurance plan, with the option to choose between an \$800 deductible or a \$1,500 deductible, depending on the County's preferred premium structure. The plan includes a built-in VSP vision benefit. Dental coverage will remain unchanged, aside from a slight increase in premiums.

Commissioner Jeppsen motioned to remain the current insurance plan through Regence Blue Shield of Idaho with a monthly enrollee cost of \$906.75 and to also renew the Delta Dental plan with a 2% increase over last year. Seconded by Commissioner Eliason. All ayes. Motion carried.

***** Meeting adjourned by 2:15 pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk