



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

Meeting Location: Event Center, 459 South Main St., Malad City, Idaho 83252

MINUTES – Commissioners Meeting - 08 September 2025 - 9:00AM

*** RECORDING# 250908-0152 ***

IN ATTENDANCE: Commissioner Vice Chairman Ken Eliason and Commissioner Brian Jeppsen were present. Commissioner Chairman Bill Lewis was absent.

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

Approve Agenda

Commissioner Jeppsen motioned accept the agenda as presented. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

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

Commissioner Jeppsen motioned to accept the consent agenda, which includes the payment of claims and approval of meeting minutes. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

Total # of Payments	Fund Description	Amount Paid
37	GENERAL FUND/CURRENT EXPENSE	\$ 23,457.97
33	ROAD AND BRIDGE	\$ 79,100.64
4	AIRPORT	\$ 743.63
3	DISTRICT COURT	\$ 118.99
1	FIAR, COUNTY	\$ 110.92
22	JUSTICE FUND	\$ 6,449.28
4	PARKS & RECREATION	\$ 748.58
5	WEEDS	\$ 253.32
2	CONSOLIDATED ELECTIONS	\$ 798.84
1	ONEIDA COUNTY SEARCH & RESCUE	\$ 560.00
10	E-911	\$ 3,901.88
	TOTAL:	\$ 116,244.05

4CASI ED Pro Contract for 2026 – Molly Besis (timestamp: ~2:00)

Molly Besis, representing 4CASI, appeared before the Board of County Commissioners to present the grant agreement with the Idaho Department of Commerce. Mrs. Besis submitted the grant application on behalf of the county, with Oneida County serving as the official sponsor.

Commissioners were requested to review and sign the agreement for the upcoming fiscal year. Additionally, Mrs. Beseris submitted two Rural Economic Development Professional (ED Pro) invoices, each in the amount of \$17,500, representing payments for the first and second halves of the fiscal year.

Commissioner Jeppsen made a motion to approve signing the 4CASI Economic Development Pro (ED Pro) contract for 2026. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

Commissioner Jeppsen motioned to sign the Economic Development Pro (Ed Pro) contract invoices, one for each half of the fiscal year in the amount of \$17,500 each. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

Idaho GEM Grant Resolution – Molly Beseris *(timestamp: 7:10)*

Molly Beseris of 4CASI appeared before the Board to discuss the Idaho GEM Grant application. She has been working in coordination with Commissioner Eliason to pursue funding for a project that would install electrical service to vendor spaces and RV hookups at the Oneida County Fairgrounds.

The Idaho GEM Grant, administered through the Department of Commerce, is designed to promote economic development in rural communities. Mrs. Beseris presented a GEM Grant Resolution, which, if approved, will authorize her to proceed with the grant application on behalf of the county.

The total project bid exceeds \$69,000, while the GEM Grant award could provide up to \$50,000 in funding. If awarded, the County will be responsible for a 10% match of the grant amount, as well as any cost overages beyond the grant limit. A portion of the County's required contribution may be satisfied through in-kind labor or man-hours.

Should the grant award come in under the full \$50,000, the County retains the option to adjust the project scope accordingly.

Mrs. Beseris also stated her intention to reach out to Rocky Mountain Power to explore potential discounts related to economic development incentives once the project is ready for implementation.

Commissioner Jeppsen motioned to approve the Idaho Gem Grant Resolution number 2025-09-01. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

Opioid Fund Request *(timestamp: 19:56)*

Jared Marchand, Treatment Court District Manager for District 6, submitted an Opioid Funds application requesting support to cover expenses for judicial training in Texas for Judge Hooste. The training is intended to enhance judicial personnel's understanding and response capabilities related to opioid and substance use disorders within the justice system.

Opioid Committee Member Doug Williams confirmed the request meets the criteria outlined in Section A7 of Exhibit A in the Approved Opioid Abatement Uses, which pertains to support for training and education initiatives for judicial and court personnel involved in substance use disorder cases. The Commissioners reviewed the application and considered the request in light of allowable opioid abatement expenditures.

Commissioner Jeppsen motioned to approve the use of Opioid Funds to send Judge Hooste to training in Dallas, Texas for the approximate amount of \$2,066.09. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

P&Z - Water Study Contract *(timestamp: 24:43)*

Planning and Zoning Assistant Darla Tombaugh presented the Board of Commissioners with a proposed agreement with Great West Engineering allowing them to conduct a comprehensive water study of Oneida County. The agreement was previously reviewed by the County legal team. The scope of work and focus areas outlined in the agreement were thoroughly examined by the Planning and Zoning Board and Board Member Steve Daniels also conducted an independent assessment of the document and provided input on specific items to be addressed or monitored throughout the study.

The study will primarily concentrate on the valley but will also include targeted areas such as Samaria, Stone, and Holbrook. It is intended to help identify potential growth areas within Malad City and other parts of the county. As part of the project, existing wells will be assessed, and several new wells may be drilled and tested in locations designated by the State as critical areas.

Great West is prepared to begin work as soon as the contract is signed. Based on their research and prior review of the study parameters, the Planning and Zoning Board is confident that the resulting data will support informed decision-making regarding future development and are comfortable with the identified focus areas and is generally supportive of the study moving forward with approval from the Board of Commissioners.

Commissioner Eliason motioned to accept the consultant agreement for professional services between Oneida County and Great West Engineering in the amount of \$74,400. Seconded by Commissioner Jeppsen. All ayes. Motion carried. Commissioner Lewis was not present.

Extension - Annual Standardized Extension Agreement (SEA) (timestamp: 42:40 & 1:25:55)

Oneida County Extension Agent Sawyer Fannesbeck presented the Commissioners with the Annual Cooperative Agreement between Oneida County and the University of Idaho. This agreement allows the Extension program to continue with county support, including funding for equipment, supplies, use of vehicles, and other necessary program resources. The agreement timeline aligns with the county's fiscal year, running from October 1, 2025, through September 30, 2026. The terms of the agreement remain the same as in previous years. Budget figures were reviewed by Mr. Fannesbeck and Clerk Lon Colton, with the confirmed total amount set at \$103,903.80.

Commissioner Jeppsen motioned to approve and sign the Annual Standardized Extension Agreement between Oneida County and University of Idaho Extension for fiscal year 2026. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

R&B - Barclay Crane Bid for Woodruff Bridge Project (timestamp: 49:30)

The Road and Bridge department will attempt to place the new bridge without assistance, but may require professional crane & operator assistance to properly set the bridge on the Woodruff Bridge Project. The bid from Barclay Crane LLC is for up to 8 hours of use, but will likely be less. If it happens to be longer than 8 hours, the overtime rate will then kick in. Rocky Mountain Power is expected to be on-site during the project and has already relocated one power pole and there is one wire that may still need to be moved.

The bridge is tentatively scheduled to re-open for use on October 15.

Commissioner Jeppsen motioned to accept the Quotation Form & Agreement from Barclay Crane LLC as per the rates listed on page 2, item 6 of the contract currently estimated to be \$11,200. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

R&B – County Map Approval (timestamp: 1:02:00)

Lisa Baker and Dianna Dredge with the Road & Bridge Department, along with Attorney Lyle Fuller, presented the Commissioners with the updated County Road Map. An accompanying resolution was also presented, which affirms that the map represents Oneida County's best effort to identify county highways and public rights-of-way. As required by state statute, the county must publish what it believes to be public roads and rights-of-way; however, the map is subject to change if necessary or if legally challenged.

It was noted that any future actions to vacate or validate roads would require the adoption of a new resolution. While the statute mandates that the map be updated at least every five years, it does not prohibit updates from occurring more frequently if needed.

Commissioner Jeppsen motioned to approve Resolution No. 2025-09-02, A resolution of the Board of County Commissioners of the County of Oneida, State of Idaho, providing for the publishing of a county map showing the location of all highways and public rights-of-way within the county. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

R&B - Transportation Plan Extension (timestamp: 1:30:30)

The county received a grant through the Local Rural Highway Investment Program (LRHIP), which requires funds to be used within three (3) fiscal years of their award year. Oneida County's funds must be expended by September 30, 2025 and a 6-month extension is being sought to allow time to complete the county project. Once the Board of Commissioners signs the extension request, it will be submitted to the Local Highway Technical Assistance Council (LHTAC) for review.

Commissioner Eliason motioned to accept the request for a 6-month extension from the Local Highway Technical Assistance Council (LHTAC) to allow Paragon Consulting time to complete the county's transportation plan. Seconded by Commissioner Jeppsen. Commissioner Lewis was not present.

R&B - Watering Roads (timestamp: ~1:40:00)

Road & Bridge Supervisor Dianna Dredge reported that over the past year, significant time and financial resources—approximately \$50,000—have been invested into improving the south Woodruff Road, which runs north-south. Despite these efforts, the condition of the road has continued to deteriorate due to ongoing irrigation by a landowner whose pivot system is watering the roadway. This has caused the development of potholes and other damage. Supervisor Dredge cited Idaho Code 18-3908, which states that watering a roadway is illegal, classified as an infraction for the first offense and a misdemeanor for subsequent offenses. Drone footage provided by the Road & Bridge Department showed the wet and pitted condition of the road.

In addition to the watering issue, the landowner reportedly trenched across the newly repaired roadway to install an electrical line and has repeatedly removed signage installed by the Road & Bridge Department. Another ongoing issue on Summit Road remains unresolved, with a bill sent to the responsible party that has not been paid or acknowledged. Other property owners in the county have also been found watering county roads, resulting in unsafe and impassable conditions—one instance prevented a contractor from reaching a worksite due to excessive mud. In several cases, the department has been unable to patch potholes because they remain filled with water from nearby irrigation systems. There is also concern about the waste of water during the current dry season. Some property owners have not installed or maintained screens to prevent water from reaching the roadways. The Road & Bridge Department is requesting assistance and guidance on enforcement options to preserve both oiled and gravel county roads from further damage.

Computer Arts (CAI) Contract (timestamp: ~2:02:00)

The annual contract with Computer Arts Information Systems Solution (CAI, Inc) for the financial, recording, and civil deputy software programs used by the county is ready to be signed for the upcoming year.

Commissioner Eliason motioned to accept the Computer Arts, Inc/Harris (CAI) Master Agreement Software and Support License in the amount of \$37,631.12. Seconded by Commissioner Jeppsen. All ayes. Motion carried. Commissioner Lewis was not present.

Elections - Poll Worker Appreciation Dinner (timestamp: 2:04:30)

County Clerk Lon Colton reported that of the various positions up for election—including four cemetery districts, two recreation districts, fire, two school districts, and others—no individuals filed for candidacy prior to the deadline. As of the write-in candidate deadline on Friday, there were no contested races; therefore, an election will not be held in November.

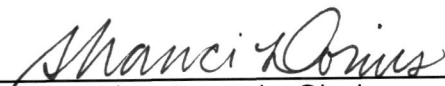
Clerk Colton requested approval to schedule time out of the office for election staff members to observe the election process in other counties as a training opportunity. In addition, he proposed holding an appreciation dinner for past and present election workers in late October to recognize their contributions. Chief Deputy Clerk Natalie Murphy is in the process of compiling a list of eligible attendees. The dinner is expected to incur minimal cost to the county and will serve as a gesture of appreciation for the hard work and dedication shown by election workers during each election cycle.

Commissioner Jeppsen motioned to approve \$300 to be used towards a poll worker appreciation dinner for past and present election workers, to be paid for out of the consolidated elections fund. Seconded by Commissioner Eliason. All ayes. Motion carried. Commissioner Lewis was not present.

***** Meeting adjourned by 11:15 am*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk