



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

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

AGENDA – Commissioners Meeting - 22 September 2025 - 9:00AM

*** RECORDING # 250922-0153-158 ***

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 (timestamp: 00:02:30)

Commissioner Jeppsen motioned to approve the agenda with the addition of the discussion of the budget for the previously approved mailers for Emergency Services. Seconded by Commissioner Eliason. All ayes. Motion carried.

Consent Agenda, Payment of Claims, & Approval of Meeting Minutes (timestamp: 00:03:45)

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
65	GENERAL FUND/CURRENT EXPENSE	\$ 18,119.71
32	ROAD AND BRIDGE	\$ 45,402.64
5	AIRPORT	\$ 3,801.84
10	AMBULANCE	\$ 2,756.94
6	DISTRICT COURT	\$ 922.92
44	FAIR, COUNTY	\$ 27,037.66
18	JUSTICE FUND	\$ 25,058.21
4	PARKS & RECREATION	\$ 5,964.08
1	INDIGENT AND CHARITY	\$ 1,680.00
1	REVALUATION	\$ 120.00
1	TORT	\$ 2,736.80
4	WEEDS	\$ 1,927.31
4	CONSOLIDATED ELECTIONS	\$ 1,104.49
5	DRUG COURT / SPC. C.T. COORDINATOR	\$ 529.26
3	LATCF FUNDING	\$ 4,492.40
TOTAL:		\$ 141,654.26

Engage Wellness Census Report (timestamp: 00:5:00)

The Commissioners reviewed the census report provided by Engage Wellness which indicated potential savings for both employer and employee, after fees were taken out of the pre-tax dollars. Engage Wellness was presented as an employee opt-in program when it was originally introduced to commissioners on July 28. Commissioners had more questions about the program and would like clarification at the next commissioner meeting before making a final decision.

Sheriff - City Contract - Law Enforcement Agreement (timestamp: 00:22:45)

Sheriff Doug Williams presented the amended City Law Enforcement Agreement to commissioners, which was signed by Malad City on September 3 after making a few changes to the agreement on their end. After a review of the changes, Attorney Lyle Fuller offered his approval to the board before they made a motion to sign.

Commissioner Jeppsen motioned to sign the amended Law Enforcement Agreement with the City of Malad – for services that will be provided by the Oneida County Sheriff's Department – which was signed by the city on September 3, 2025. Seconded by Commissioner Eliason. All ayes. Motion carried.

Fuller & Fuller - Legal Services Agreement - FY2025-2026 (timestamp: 28:12)

The fiscal year 2026 contract with Fuller & Fuller PLLC is ready to sign, and contains two changes that were approved for the upcoming budget – namely, a 3% increase in the base contract amount and the firm will now be reimbursed for mileage.

Commissioner Eliason motioned to accept the new legal services agreement between Oneida County and the law firm of Fuller & Fuller PLLC. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Credit Card Policy / Training (timestamp: 00:30:44)

Commissioners reviewed final drafts of the *Credit Card Policy* and its accompanying *Annual Training Outline*. Commissioners discussed the training document, how to best implement it, and their desire to get feedback from department heads for any necessary modifications to the policy and annual training. The target audience is any county employee who uses a county credit card.

Training dates were set for Thursday October 15 & 16 at 1:00pm. Each session will include about 30 minutes of training and 15–30 minutes for questions and discussion.

Commissioner Jeppsen motioned to approve the Oneida County Credit Card Annual Training Outline and the scheduled dates for training on October 15 and October 16 at 1:00 pm in the Old Commissioner's Room at the Oneida County Courthouse. Seconded by Commissioner Eliason. All ayes. Motion carried.

Forest Service Road Agreement (Caribou-Targhee & Oneida County) (timestamp: 00:01:02)
Road & Bridge Supervisor Dianna Dredge and Thomas Brown, a Forest Service Road Engineer in the Caribou Targhee area, presented the board with a Cooperative Road Agreement between the Oneida County and the Forest Service. This schedule-A agreement allows for shared or transferred maintenance responsibilities for any roads that accesses federal lands within the county. If the Caribou-Targhee receives additional – or specialized – funding they can do a Schedule-A Project Agreement under this main agreement which allows for any mutually beneficial work and transfer of funds to where they can be best utilized. This has been successful in the past, according to Ms. Dredge and Mr. Brown.

Commissioner Jeppsen motioned to sign the Schedule-A Cooperative Forest Road Agreement No. 25-RO-11041500-079 between Oneida County and the USDA Forest Service. Seconded by Commissioner Eliason. All ayes. Motion carried.

Department Updates & Highlights (Emergency Services, R&B, Weeds, Building Inspector) (timestamp: 01:11:20 & ~03:27:00)

Road & Bridge (R&B) (timestamp: 01:11:20)

Road & Bridge Supervisor Dianna Dredge reported a successful year for her department and cited the completion of 28.7 miles of chip seal and 1.5 miles of scrub coat on Old Highway 191 this year as well as 87.8 miles of dust guard put down this spring. Asphalt was put down on Depot Road in preparation for the Bannock Street Project next year. A small portion of 2-Mile going to 300 East was also asphalted. A lift of gravel was placed across Whelp's Ridge and the department has also worked on patching and blading roads throughout the county and repairing a few roads after heavy rainstorms.

The Woodruff Bridge project is nearing completion. The blocks have been set down and the Road & Bridge department is waiting to set the Supersills and the bridge, which is scheduled to be here on October 15. The Supersills must be set for about two weeks before the bridge can be placed.

The department is still working to complete the Transportation Plan by March 2026 and preparing for the winter season by stocking salt in the shed, blading as many roads as possible, mowing roadsides, and preparing to purchase a new snow plow truck. Road Scholar certification courses for two employees will be scheduled soon. Additionally, Ms. Dredge hopes to repave a 1-mile section of road in Arbon and continue the process as much as possible until the grant funding for the Arbon Road Project comes through sometime in the next few years.

The department is still hoping to hire a qualified and trained person to fill the open position in the department and has set aside funds in the budget for when someone fills that role.

Emergency Services (timestamp: 01:23:00)

Emergency Services Manager Dan Williams attended the recent Southeastern Idaho Public Health Community Partners meeting on Infectious Diseases.

Commissioners previously approved up to \$100 for refreshments for the upcoming Local Emergency Planning Committee (LEPC) meeting.

The Shield 616 Project members will be doing a fundraising ride from Idaho to Utah in an effort to raise funds to purchase equipment for Law Enforcement. Commissioners recently approved allowing the group to use the Event Center and the Emergency Services department is providing cots for the group, as they will spend the night in Malad.

Emergency Services Manager Dan Williams has been putting together a local Emergency Operations Center (EOC) Command Staff and is looking to fill 3 positions, such as Operations & Finance & Planning Coordinators. The roles would center around management, operations, planning, logistics, or finance. Whoever fills those roles will need the ICS 402 training for elected officials – a 4-hour training. Emergency Operations Center Director (Area Field Officer) Daren Letzring is available in October-November timeframe for any training the county may wish to schedule.

Mailers providing information to sign up for alerts will be sent to each county household. The mailers have been ordered but with the price of printing (even with a discount) and postage, the total is \$100 above the previously approved amount. It was confirmed that the State Homeland Security Program (SHSP) funds are available and the commissioners need only to approve the additional \$100.

Commissioner Jeppsen motioned to amend the spending limit from \$750 to \$850 for the project of sending out mailers to the county with regards to emergency communications and emergency preparedness. Seconded by Commissioner Eliason. All ayes. Motion carried.

Building Inspector (timestamp ~03:27:00)

In 2025, Oneida County issued 73 building permits: 6 commercial buildings, 27 outbuildings, 18 single-family dwellings, 2 multi-residential buildings, and 20 miscellaneous permits. This reflects a decrease from the 112 permits issued in 2024. Single-family dwelling permits may increase in 2026 due to approved subdivisions and lower interest rates.

The courtroom remodel is complete, and a jury trial was recently held in the updated space.

The courthouse remodel is still in progress. Carpet installation on the main and upper floors is scheduled for the end of September. Parking lot lines have been

repainted, though handicap spaces are still awaiting final striping. Appreciation was extended to the committee for their work on the courthouse remodel. The next phase will focus on renovating the basement bathrooms and installing new blinds in the Treasurer's Office.

At the swimming pool, lighting installation is pending and the sprinkler system requires repairs.

Weeds *(timestamp 01:34:48)*

Oneida County Weed Supervisor Cody Clyde has been busy monitoring summer projects, treating new fall weed growth, doing roadside spraying, and certifying weed-free hay and forage. The renewal of the county's 5-year contract with the Bureau of Land Management (BLM) ensures long-term support for invasive weed control, protecting farmland, rangeland, and natural habitats across the county. The 2026 contract allocates \$536,000 over 5-years. This year's contract includes a clause that would allow the Weed Supervisor to hire out some of the spraying work.

Earlier this year, the county was contacted by the Bureau of Land Management (BLM) regarding alleged unauthorized spraying on BLM land and the letter included a bill for compensation. After the county responded with letters explaining its understanding of the situation and that permission was implied, no further action was taken. Instead, the BLM reduced next year's contracted amount from \$536,000 down to \$523,000 and waived the bill to the county for the unauthorized spraying. Additionally, the BLM will provide Oneida County with \$30,000 for the remainder of this year and Mr. Clyde will assess what work is needed in the hills.

Earlier this year, Mr. Clyde identified Mediterranean Sage growing in Oneida County although it has never been known to be in Idaho before. The spray initially killed the weed, but brand-new rosettes are starting to grow. The soil residual effect Mr. Clyde was hoping for was ineffective. He plans to request additional funds from the state (the original spraying cost \$6000; the state provided \$5,000).

Bio Control is relatively new to Oneida County, though Montana has been utilizing it for some time. Mr. Clyde obtained microscopic mites for morning glory control and released them in an area he was able to monitor. The mites appear to have been effective, as the morning glory in that area was significantly reduced. Mr. Clyde is hoping to obtain biological control agents for thistle and Mediterranean Sage.

A TORT claim may be forthcoming due to damage sustained to the county weed department's truck and a resident's automatic watering trough (the Wittman's) while the truck was being driven by a county employee.

Weeds - Hylio Drone *(timestamp: 01:40:55)*

The County's Hylio drone has experienced ongoing issues, including crashes early this summer and again in September. In both incidents, the drone flew into a programmed no-fly zone and crashed. After the first crash, Weed Supervisor Cody Clyde received a \$500 replacement part from Hylio that did not fit. When contacted, the company suggested modifying the part using a Dremel tool.

On September 10, while spraying weeds at the fairgrounds, the drone operated for about two hours before flying off course and crashing into the stands. Damage is estimated at a minimum of \$5,000, with a more accurate figure pending.

Since purchase, the drone has been difficult to operate, often requiring extensive setup and frequent resets due to recurring issues with flight control. Attempts to get support from the company have been met with unhelpful responses and time-consuming software updates. The one-year warranty expired in April, and the County is no longer eligible for coverage under it.

A claim has been filed with the county's insurance provider, ICRMP. The drone is insured for \$30,000 with a \$1,500 deductible.

P&Z - Rezoning for Hess Pumice and Highland Harvest *(timestamp: 01:53:20)*

Hess Pumice Company originally owned a parcel of land, from which 14 acres (Parcel RP0333602) were sold to Highland Harvest. Hess Pumice retained the remaining 37 acres (Parcel RP0333601). Both parties have submitted a rezoning application to the Planning & Zoning Commission, requesting that the land be designated as Industrial.

Because no specific use has been identified for the 37-acre parcel retained by Hess Pumice, the Planning & Zoning Commission presented the Board of Commissioners with proposed Development Agreements (DA) for both parcels. The agreements are intended to require that all future uses — even those normally permitted under the Industrial Zoning Code — must first obtain a Conditional Use Permit (CUP). This approach aims to ensure that any future development is subject to public review and compatible with surrounding uses.

Highland Harvest has identified its intended use for the 14-acre parcel as a grain storage facility. The company's CUP application received a favorable recommendation from the Planning & Zoning Commission. The property is adjacent to an existing industrial park, making it contiguous with other industrial zoning. However, to the east of Highland Harvest's parcel is a residentially zoned area, and buffering will be required to minimize potential impacts. A Development Agreement would also help protect nearby residential properties.

During the public hearing, it was determined that the 37-acre Hess parcel should also be subject to a Development Agreement requiring a Conditional Use Permit for any future use. Planning & Zoning Administrator Rhonda Neal noted that a traffic impact

study would likely be necessary before development and that the Development Agreements are not meant to restrict the owners, but to protect adjacent properties.

Hess Pumice's legal counsel expressed concern about the requirement for a Development Agreement, requesting that the rezone be approved with only a CUP process in place. Hess currently has no development plans but would like to keep the option open for future economic development. The rezoning process began in March/April, and both Hess Pumice and Highland Harvest are seeking resolution to move forward.

Highland Harvest's legal counsel also raised concerns about the Development Agreement being overly detailed, noting that some conditions appear to overlap or conflict with the CUP process. Their recommendation was to simplify the Development Agreement so that it clearly states a CUP is required, and then allow the CUP process to outline any specific development conditions.

Commissioners and legal counsel discussed possible solutions, including amending the zoning table to treat all permitted uses in the Industrial zone as conditional uses, though that would require a public hearing and procedural time. Both property owners expressed willingness to accept a rezone with a Development Agreement that simply requires a CUP for any proposed use, with the CUP containing the specific terms and conditions.

County Attorney Lyle Fuller advised caution in approving a rezone without finalized Development Agreements in place. He recommended that the Development Agreements be completed and reviewed before any rezone is formally approved. Highland Harvest expressed interest in moving forward with the rezone as soon as possible to begin development. Hess Pumice confirmed that they have no development plans for their 37-acre parcel within the next 12-months. Planning & Zoning will be reviewing potential code updates during that same timeframe.

Commissioner Jeppsen motioned to rezone both parcels RP0333601 and RP0333602 as industrial keeping in place the Conditional Use Permit requirement and not require Development Agreements. Seconded by Commissioner Eliason. All ayes. Motion carried.

P&Z - RESOLUTION 2025-09-03 - Comp Plan Text Update & Future Land Use Map

(timestamp: 02:39:44)

The Oneida County Comprehensive Plan was last updated in 2017. Under Idaho Code, counties are required to periodically update their comprehensive plans to reflect current conditions and future growth needs. The newly drafted 2025 Comprehensive Plan will replace the 2017 version once adopted.

Oneida County's population is projected to grow to approximately 7,248 by the year 2050, with growth influenced by spillover from neighboring counties and northern Utah. To support this anticipated growth, the county recognizes the need for a formal transportation plan and a comprehensive water study.

Planning & Zoning Administrator Rhonda Neal informed the Board of a scheduled meeting next Wednesday regarding the water study. She also noted that the MSBT Law Firm is assisting with the updates to the Comprehensive Plan.

No action was taken at this time, pending further review by the Board of Commissioners.

Commissioner Eliason motioned to table the Comprehensive Plan Text Update and Future Land Use Map agenda item pending further review. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

P&Z Board Members (timestamp: 03:02:45)

Planning & Zoning Board Member Vickie Ingram is stepping down and Travis Hanks was recommended as her replacement on the board.

Commissioner Lewis proposed Travis Hanks as the new board member for Planning & Zoning. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Malad City Council Meeting - October 15, 6:00pm, at Event Center (timestamp: 03:03:15)

In preparation for a joint work-session meeting being held October 15, 2025 at 6:00pm, the board was advised to review the subject matter – specifically Idaho Code 67-6526 and the Area of Impact Ordinance that was jointly adopted by the board and city council in 2023. Projected growth areas in the next 3-5 years will be considered as well as an ordinance as to what the Area of Impact around the city is going to be.

Area of Impact - Idaho Code 67-6526 (timestamp: 03:04:00) **get discussion**

The Area of Impact Ordinance for Malad City was jointly adopted by the board and city council in 2023. Following its adoption the City Council expressed their desire to leave the Area of Impact Map unchanged, but the final decision is up to the Board of County Commissioners.

Attorney Lyle Fuller advised the board keep the process moving so that the Area of Impact and Map are resolved by the deadline in December. Although it isn't required, the board may ask the Planning & Zoning commission for a recommendation, which would require any meetings or potential public hearings be scheduled with time to meet the December deadline for completing the Area of Impact Map.

Attorney Fuller clarified the new state code explains that the county development code applies in the impact area. Under the new statute, the city will receive a 15-day notice if the county is doing something in the impact zone which gives the city the opportunity to give their input, but the county ordinances and development code will apply to all development in the impact area.

R&B - Speed Study of Old Highway 191 (Devils Creek to Summit) (timestamp: 03:16:33)

Brian Wright with Local Highway Technical Assistance Council (LHTAC) reviewed the results of the traffic study that was recently completed on Old Highway 191 from Devils Creek to the Summit and based on that information, he did not recommend lowering the speed limit on that section of road. Ms. Dredge read from his report:

"My first take after looking over the data, crash history, and reviewing references is that the current speed of 55mph is appropriate. From the description of the road and site features, there does not seem to be any special hazard or condition present on this segment.

Safety concerns, as evidenced by crash history, are valid reasons to lower the speed limit below the 85th percentile. The crash history I was able to review (2019-2023) doesn't include any fatal or serious injury crashes on this segment. Those crash types are eligible for Federal Safety Funds."

On the hill, Mr. Wright recommended placing a "hill blocked view" sign with an advisory speed plaque below it. The road & bridge department has ordered those signs and will share the report with the residents who brought their road safety concerns to the commissioners at the August 25, 2025 commissioner meeting.

R&B - Woodruff Bridge Supersills - Change Order (timestamp: 03:21:10)

A change order to send the unfilled Supersills for the Woodruff Bridge project is to cover the cost of shipping. TrueNorth Steel is sending the Supersills two weeks before the bridge placement, which is scheduled for October 15.

Commissioner Eliason motioned to approve change order request from TrueNorth Steel for the Supersills shipping in the amount of \$4,625, an increase to the original contract amount. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

R&B - Truck Purchase (timestamp: 3:24:50)

Road & Bridge Supervisor Dianna Dredge reported the engine failure in one of the trucks in the fleet and requested permission to purchase a comparable replacement. The department plans to sell the old truck "as-is" and use their capital budget to purchase the replacement, as it still has funds available. Ms. Dredge is looking for a 4-door Ford or Dodge with up to a \$30,000 sale price.

Commissioner Eliason motioned to approve purchase of a ¾ ton pickup for the Road & Bridge department of up to \$30,000 using the departments 2025 capital budget. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

EXECUTIVE SESSION (timestamp: 03:30:35)

Commissioner Jeppsen motioned to move into Executive Session 74-206 (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; Seconded by Commissioner Eliason. Roll call vote: Ayes from Commissioners Eliason, Lewis, and Jeppsen. Motion carried.

Commissioners reconvened the regular meeting.

EXECUTIVE SESSION (timestamp: 03:31:56)

Commissioner Eliason Executive Session per Idaho Code 74-206 (1)(c) To acquire an interest in real property not owned by a public agency; **and** Executive Session per Idaho Code 74-206 (1)(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations; Seconded by Commissioner Jeppsen. Roll call vote: Ayes from Commissioners Eliason, Lewis, and Jeppsen. Motion carried.

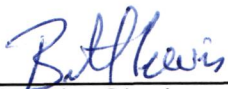
Commissioners reconvened the regular meeting.

EXECUTIVE SESSION (timestamp: 03:33:47)

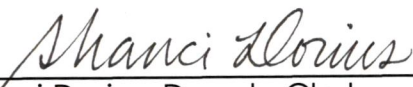
Commissioner Jeppsen motioned to move into Executive Session per Idaho Code 74-206 (1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; Seconded by Commissioner Eliason. Roll call vote: Ayes from Commissioners Eliason, Lewis, and Jeppsen. Motion carried.

Commissioners reconvened the regular meeting and then adjourned for the day.

***** Meeting adjourned by 3:00pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk