



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

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

Commissioner Meeting - Regular - 14 October 2025 - 9:00AM

*** RECORDING# 251014_0160 ***

IN ATTENDANCE: Commissioner Chairman Bill Lewis, Commissioner Brian Jeppsen, and Commissioner Ken Eliason. Commissioner Eliason had to leave by 11:30 am.

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

Approve Agenda

Commissioner Eliason motioned to approve the agenda as presented. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

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

Commissioner Lewis requested that the claims be pulled in order to have a separate discussion.

Commissioner Eliason motioned to accept the consent agenda for the two meetings from September 22 and September 29, and to set aside the claims for payment in order to have a discussion. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

One claim was for the Veteran's Law Book, which commissioners wished to confirm was a necessary purchase and separate from the VetraSpec software program recently cancelled.

The invoice for Idaho Prosecuting Attorney Association listed four attorneys from the contracted firm's office. It was confirmed that the county is billed based on the county population, not by the number of attorneys listed.

The October internet bill for the pool was questioned, as it was supposed to be shut off at the end of the season. Commissioner Lewis recommended pulling the claim payment until confirming this with Pool Manager Kami Willie.

Commissioner Lewis motion to pay the claims as presented with the exception of the October bill for internet at the pool from ATC in the amount of \$45.48. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
118	GENERAL FUND/CURRENT EXPENSE	\$ 41,280.47
67	ROAD AND BRIDGE	\$ 796,517.94
2	AIRPORT	\$ 231.57
20	AMBULANCE	\$ 5,183.48
148	DISTRICT COURT	\$ 1,862.19
25	FAIR, COUNTY	\$ 18,082.60
41	JUSTICE FUND	\$ 60,040.02
6	PARKS & RECREATION	\$ 5,456.45
1	SOLID WASTE	\$ 807,146.55
1	TORT	\$ 79,832.50
8	WEEDS	\$ 2,108.35
11	E-911	\$ 10,241.79
1	LATCF FUNDING	\$ 3,227.14
TOTAL:		\$ \$1,831,211.05

Malad Valley Welsh Heritage Festival Changes (timestamp: 12:50)

Luke Waldron and Jean Thomas presented Commissioners with the upcoming changes to the Malad Valley Welsh Festival, which is in its 20th year (excluding one year that was missed due to COVID-19). As the current Malad Valley Welsh Festival Board is no longer able to continue leading the event, the Malad Valley Heritage Square Board has agreed to assume responsibility, with Luke Waldron chairing the new committee.

The Festival will be a smaller, shorter event held at the Heritage Square in Samaria during the third week of September each year, replacing the Harvest Festival. The new event name will be "Malad Valley Welsh Festival at Heritage Square". The committee will use several platforms to notify the public regarding the name, date, and location changes.

Mrs. Thomas has a list of volunteers who are still willing to serve. To address parking concerns at the new location, an additional 8 acres of land has been purchased and planted with grass. Other logistics – such as emergency services, portable restroom facilities, and Conditional Use Permit (CUP) requirements – are being addressed

Mr. Waldron is hopeful that the Welsh Festival could be grandfathered under the old code requirements, as it is taking the place of (and changing the name of) the Harvest Festival that was in place prior to the 2022 Development Code.

Malad Mountain Communications Building - Signage (timestamp: 32:31)

A metal sign identifying county ownership will be installed on the door of the Malad Mountain Communications Building. Bone Frog Creative provided a quote for the sign which included sales tax; since the county is tax exempt the payment will reflect the invoiced amount excluding the sales tax.

Commissioner Jeppsen motioned to approve the payment to Bone Frog Creative in Lava Hot Springs for the manufacturing of the metal sign for the Malad Mountain Communications Building in the amount of \$88.00, removing the \$3.48 sales tax, to be paid out of SHSP funds, if allowable. If not, it will be paid out of contingency funds. Seconded by Commissioner Eliason. All ayes. Motion carried.

Bulk Fuel Tank Bids (timestamp: 39:18)

The county requested quotes from 3 fuel vendors to refill the bulk fuel tank, but none were received prior to the deadline. Commissioners discussed pricing options for at least 6,000 gallons of 88-octane, ethanol-free fuel and are interested in finding out the ideal time or load sizes that would qualify for the best available bulk fuel discounts.

Commissioner Eliason motioned to have bids for around 6,000 gallons of 88-octane ethanol free fuel and have the quotes received by the October 27th Board of Commissioners meeting, which begins at 9:00am. Seconded by Commissioner Jeppsen. All ayes.

America 250 Years Celebration - Resolution No. 2025-10-01 (timestamp: 54:44)

A resolution is required to receive grant funding for the America 250 celebration activities in Oneida County. Commissioners signed a resolution endorsing the America 250 in Idaho Commemoration and its vision to celebrate American history and the invaluable contributions of Idahoans. The resolution authorizes the formation of a committee to oversee local projects and efforts to support the commemoration in conjunction with Malad City, that will promote the maximum involvement of our residents, neighborhoods, businesses, schools, civic organizations, and institutions in the commemorations. The county will promote multiple events beginning in October of 2025 and culminating with a finale celebration on July 3 and 4th, 2026 in the city park with food, games, and patriotic music and a giant birthday cake and ice cream.

Commissioner Eliason motioned to accept Resolution No. 2025-10-01, a Resolution Supporting the America 250 In Idaho Commemoration and the United States Semi quinentennial. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

America 250 Years Celebration - County Contribution (timestamp: 1:00:00)

Previous discussions regarding the county's donation amount to the America 250 celebration in Oneida County are not yet finalized. Committee Chairman Lon Colton requested a commitment from the board to contribute funds from one-time spending. It was proposed that a starting budget be approved with the option to request additional funds, if needed.

Commissioners wish to encourage each school, business, and organization in the county contribute to the America 250 celebrations in their own way, either financially or through participation in events, activities, or decorating store fronts.

In October, the America 250 committee participated in Malad High School's Homecoming Parade with a float and handed out informational fliers to parade onlookers. November's focus will be honoring veterans and December's activity will be patriotic light show, which will start after the Christmas light show in the park ends. Additional monthly activities will be planned in upcoming committee meetings.

Commissioner Lewis motioned to dedicate \$5,000 of the county's 2026 budget to the America 250 celebration of our country. Seconded by Commissioner Eliason. All ayes. Motion carried.

P&Z – Concerns Regarding Property Splits for a Minor Subdivision – Mike Asay

(timestamp: 01:12:55)

Mike Asay met with the Board of Commissioners to express concerns regarding the Planning and Zoning process he began last fall. Mr. Asay explained that he had been informed he needed to hire a surveyor, which he did in late April. He stated that during the process, he was asked to adjust his property lines by 30 feet to allow for a roadway easement and had understood that he would need to deed approximately two acres of land to the County as part of that requirement.

Mr. Asay expressed frustration with the length of the Planning & Zoning process and sought clarification regarding the easement and property ownership. He emphasized that his intent is to ensure future buyers of his property understand that the 30-foot easement to the center of the road restricts any building or modification within that area.

County Attorney Lyle Fuller clarified that the County is not requiring Mr. Asay to deed the property to the County. Commissioners discussed that it would be beneficial to arrange a meeting between the property owner, his surveyor, and the County's engineer in the Planning and Zoning office to review the easement and property boundary issues in greater detail.

Green Light for Veterans (timestamp: 1:26:55 and 2:24:45)

The commissioners signed a proclamation recognizing and honoring our veterans. As part of this recognition, the county will participate in the "Green Light for Veterans" initiative. The first year the county participated in this program, the Scouts sold green light bulbs for community members to display on their porch lights. Beginning this year, the county will be lighting the courthouse with green lights the week leading up to Veteran's Day as a tribute to those who have served. Clerk Lon Colton confirmed there are funds available in the courthouse budget to cover the cost.

Commissioner Lewis motioned to support the proclamation to honor our veterans, through the Operation Green Light for Veterans 2025 initiative. Seconded by Commissioner Eliason. All ayes. Motion carried.

Hardship Tax Cancellation Discussion (timestamp: 1:30:10)

Recently, an individual was put in the county's Board of Guardians program. This individual has previously qualified for a discounted property tax bill, but due to recent hardships and being placed in the nursing home, they missed the application deadline for the 2025 property tax reduction. The individual's 2024 tax bill, which totaled \$311 (\$103 for the structure plus \$208 for the land), is current. However, they will not be able to pay the 2025 taxes without the reduction.

Moving forward, commissioners discussed implementing a one-time hardship form that could be submitted to the county for consideration in similar situations. A sample form was presented to Attorney Lyle Fuller for legal review.

Excess County Property (timestamp: 1:36:18)

Commissioners received a list of county-owned property identified for potential sale or disposal. The list includes: a gas-powered Dodge pickup requiring a new engine, a 1991 Ford snowplow, a 1998 International dump truck with plow, a broom machine, an asphalt

tank distributor, unused 1-inch sucker rod, surplus office chairs and metal desks, and outdated Avaya phone equipment.

Commissioner Eliason motioned to dispose of the excess county property on the list by listing them with the auction site. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Dianna Dredge would like to contact Hess Pumice to determine whether there is any interest in purchasing the 1-inch sucker rod the Road & Bridge Department would like to dispose of.

Commissioner Jeppsen motioned to add the 1-inch sucker rod to the list of items for disposal, either locally or through the auction. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – Woodruff Bridge Change Order – Moving a Power Pole (timestamp: 1:48:30)

The original bid from Whitaker Construction for the Woodruff Bridge project was \$193,560.50 and the final total for Whitaker Construction is \$263,887. The commissioners questioned the reason for the significant increase in cost.

Approximately \$22,000 is due to the difference between the estimated and actual aggregate usage. Road & Bridge Supervisor Dianna Dredge explained that \$6,097 was to move a power pole and placement of a protective sleeve around it, which required additional excavation. Ms. Dredge noted that Rocky Mountain Power may potentially pay for this portion, but no confirmation has been received as of the meeting time.

The remaining overage of \$41,921 was for an additional area that required excavation, which was not on the original bid. Ms. Dredge stated that Whitaker Construction had not been informed by the engineering firm that an additional 1,100 yards of excavation would be required, nor was she consulted before the additional excavation was completed.

Commissioners and Ms. Dredge agreed that improved communication between the engineering firm and the Road and Bridge Department to prevent similar issues in the future. Ms. Dredge also noted the change order should have been in place 2 months ago but it wasn't.

Commissioner Eliason motioned to authorize payment to Whitaker Construction for the change order in the amount of \$41,921 for the MSE wall excavation and \$6,097 for a power pole installation of a 20-inch sleeve. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

R&B – Depot Road Project Completion (timestamp: 1:59:00)

The detour route for the upcoming Bannock Street road project required some preparation work, which has mostly been completed. The widening of a portion of road and other items the Road and Bridge Department agreed to handle for the detour route have been finished. There will still need to be some patching done, and a 3-inch asphalt overlay will need to be completed by the appropriate party.

Commissioner Lewis motioned to authorize payment of the Depot Road S-curve rebuild in the amount of \$78,798.16 to be taken out of PILT funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Modify Approval for R&B Snowplow Purchase Going Over Budget Line (timestamp: 2:03:09)

A snowplow purchase for the Road & Bridge department was approved at a recent commissioner meeting. A special meeting was held the following week to request the approval of additional funds, as the total purchase price of \$57,570 exceeded the amount available in the department's capital budget line by \$2,855.31. A motion was made to take the difference from another B-budget line. Clerk Lon Colton advised the board that allowing the capital line item to exceed its budgeted amount would provide more accurate reporting on where the funds were spent.

Commissioner Eliason motioned to modify a motion from a previous meeting to allow the Road & Bridge department to go over their capital budget line by \$2,855.31 for the \$57,570 purchase of the snowplow instead of using funds from another budget line to cover the overage. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Weeds – Hyllo Drone (timestamp: ~2:05:25)

Weed Supervisor Cody Clyde assessed the damage to the Hyllo drone and itemized the components he believes require replacement or repair. Mr. Clyde noted additional issues may be identified once the repair process begins. Mr. Clyde and the Board of Commissioners felt it may be beneficial to send the drone to Hyllo for assessment, repair, and certification of the completed work. Mr. Clyde is awaiting a response from Hyllo on the cost of freight for shipping the drone.

Commissioner Eliason motioned to send the drone back to Hyllo for repairs and testing. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Credit Card Policy / Training (timestamp: ~2:10:50)

Commissioners confirmed the two training sessions scheduled for county employees this week and clarified three items in the policy to better reflect the intent of the policy.

Commissioner Jeppsen motioned to make the following changes to the Oneida County Credit Card Policy: Item 4, bullet point 2 "Approval: Issuance must be approved by both the Department Head and the Account Administrator." Under Item 7, bullet point 2 will now read, "Monthly Limit: \$3,500 (unless pre-approved by the County Clerk)." Under item 9 bullet point #3, "Tracking: Department Account Administrators will monitor rewards accrual and use.". Seconded by Commissioner Eliason. All ayes. Motion carried.

*****Commissioner Eliason was excused from the meeting at this point*****

P&Z - Comp Plan & Future Land Use Map (timestamp: 02:26:40)

The Commissioners discussed the status of updates to the County's Comprehensive Plan and Future Land Use Map. Commissioner Lewis indicated he would be comfortable signing off on the updated map; however, the Comprehensive Plan itself still requires

revision. It was noted that Phase 1 of the project focused on integrating the map and plan language to ensure consistency between the two documents. Phase 2 will address additional components, including demographic updates, the water study, and the transportation study.

Commissioners discussed whether the 2017 Comprehensive Plan could be brought into compliance by formally accepting the updated map, as the current plan references that map. County Attorney Lyle Fuller provided recommendations regarding necessary updates to ensure compliance.

At this time, the only changes made to the 2017 Comprehensive Plan have been related to the map. As some questions remain unanswered, Rhonda will obtain additional information, and the Commissioners agreed to table the discussion until a future meeting.

P&Z Board (timestamp: 02:52:49)

Josh Paskeett has stepped down from the Planning and Zoning Board and Jennifer Brown is willing to serve, if approved by the Board of Commissioners.

Commissioner Lewis motioned to approve Jennifer Brown as a member of the Planning & Zoning Board. Seconded by Commissioner Jepps. All ayes. Motion carried. Commissioner Eliason was not present.

Recommendation/Proposal - County Ordinance - Private Cemetery's (timestamp: 02:54:35)

Over the past few years, questions have come up about how to get approval for burial sites on private property. The Attorney General's office refers these questions back to Idaho Code. Clerk Lon Colton shared sample documents from other counties that have dealt with this. Commissioner Lewis likes the Elmore County example and suggested involving Coroner Brad Horsley for his input. Attorney Lyle Fuller said an ordinance needs to be in place to allow burials on private property. The Board will continue the discussion at a future meeting after more info is gathered and a draft ordinance is prepared.

Event Center Rental (timestamp: 03:09:39)

A report regarding Event Center rentals was presented to the commissioners, noting that rental payments have been received at varying times, with some being submitted in groups rather than individually. Most county departments turn in funds daily. The last three rental payments were brought directly to the office by individuals renting the Event Center, as they were seeking clarification about the payment process and requirements.

To help streamline the process, ~~*Mandi Armstrong from the Clerk's Office will assume the Clerk's office has offered to assume~~ responsibility for scheduling, collecting and refunding deposits, and managing rental payments in accordance with the approved policy. This adjustment will allow the other party to focus on cleaning and facility upkeep.

Additionally, the money from the courtesy car has been accumulating for some time, so Ms. Armstrong will now stop by weekly to collect the funds from a lockbox designated for courtesy car donations. She will also take over management of the fuel charge transactions previously handled by Roxanne Albretson.

SHSP Mailers Budget Increase Request (timestamp: 03:20:15)

The mailing cost was originally estimated at just under \$500, plus printing. When Commissioner Brian Jeppsen went to mail them a few weeks later, the post office rates had increased, which brought the total over the \$850 budget.

Commissioner Lewis motioned to ratify the increased cost of mailing the emergency communications mailer by \$50 to cover the extra cost to mail them. Seconded by Commissioner Jeppsen. Commissioner Eliason was not present.

Employee Bonus (timestamp: 03:22:30)

According to the county's financial software vendor, individual checks can be issued to employees for the planned bonus. The commissioners would like the payments to be made by mid-November. Applicable taxes will be withheld, to ensure compliance.

The original decision was to provide \$1,500 for full-time employees working 30–40 hours per week, \$1,000 for part-time employees, and \$500 for seasonal employees, including the four pool managers.

Commissioners recessed until 1:00 for lunch

Engage Wellness Census Report (timestamp: 03:28:00)

Kyle Corbridge with Engage Wellness presented a health savings plan to the commissioners to address questions from a previous presentation. The company completed a census of county employees eligible for the program. Of the 51 employees, 47 qualified and would see increased take-home pay, while the others would pay a nominal monthly fee. On average, employees would save \$87 per month.

This is a tax-based program, so employees must earn enough and pay enough taxes to realize a net positive instead of paying the fee. The annual savings per employee average \$722.55, totaling about \$33,277 in savings for the county. The savings come from a FICA tax reduction. Wellness benefits are deducted pre-tax and reimbursed post-tax, lowering taxable income for both employee and employer. The program is administered similarly to a 401(k) where it is built-in to the payroll process.

Participation is voluntary. The county could enroll all employees and allow them to opt out. It's a month-to-month program, so employees can enroll or cancel anytime. Engage Wellness will educate employees through meetings, videos, or calls to explain the program and help them enroll quickly.

The tax code defines wellness activities broadly—going to the dentist, starting a weight loss program, or going to the gym all qualify. Participants must complete four activities per year, which could total just 15 minutes annually.

The program also offers benefits and discounts on medical supplies, and new offerings will soon include mental wellness, therapy programs, financial literacy, personal development, leadership, and communication classes.

The cost to the county is \$41 per employee per month before savings, but overall, the county will save money. A savings example was given for a married employee earning \$4,000 per month.

The commissioners will delay their decision until October 27, so Commissioner Eliason can participate. To enroll employees for the first November payroll, enrollment must be completed by November 3 at midnight for an effective date of November 1.

Economic Development Presentation – Molly Beseris – 1:30pm (timestamp: 04:10:55)

Molly Beseris with the Four County Alliance of Southeastern Idaho (4CASI) often receives requests for assistance and needs to respond quickly, usually within a few days. To best represent Oneida County and match opportunities to our needs, she needs to know the county's interests and goals.

Refocusing economic development for the county means creating a community that improves living standards and overall quality of life. Ms. Beseris reviewed the 2017 comprehensive plan and would like to provide input on the update currently in progress.

In her role with 4CASI over the past three years, Ms. Beseris has helped improve quality of life on several levels. She emphasized the importance of planning and updating the comprehensive plan, which is underway, and is asking the board for input on what direction they want her to focus on moving forward.

EXECUTIVE SESSION (timestamp: 4:52:00)

Commissioner Jeppsen motioned to move into executive session per Executive Session per 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; and per Idaho Code 74-206 (1)(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; and 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 Lewis. Roll call vote: Ayes from Commissioner's Lewis and Jeppsen. Commissioner Eliason was not present.

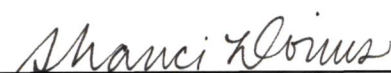
Commissioner Lewis motioned to move back into the regular session. Seconded by Commissioner Jeppsen. All ayes. Motion carried. Commissioner Eliason was not present.

Commissioner Jeppsen motioned to adjourn the meeting. Commissioner Lewis seconded. All ayes. Motion carried. Commissioner Eliason was not present.

***** Meeting adjourned by 3:30 pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk