



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

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

Regular Commissioners Meeting - **FRIDAY** 23 January 2026 - 1:00PM

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

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

Approve Agenda

The board discussed the need to correct the verbiage on the Pool agenda item from an ordinance to a resolution.

Commissioner Lewis moved to amend the wording of the LeGrande Aqua Plunge agenda item from an "ordinance" to a "resolution and memorandum of understanding (MOU)" and to then accept the agenda as amended. Seconded by Commissioner Eliason. All ayes. Motion carried.

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

Commissioner Eliason moved 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
57	GENERAL FUND/CURRENT EXPENSE	\$ 66,065.92
31	ROAD AND BRIDGE	\$ 75,540.70
5	AIRPORT	\$ 577.02
14	AMBULANCE	\$ 4,219.98
4	DISTRICT COURT	\$ 682.80
13	JUSTICE FUND	\$ 13,338.84
1	HEALTH DISTRICT	\$ 15,689.00
1	PARKS & RECREATION	\$ 11.98
5	WEEDS	\$ 649.39
3	CONSOLIDATED ELECTIONS	\$ 204.01
4	E-911	\$ 3,415.33
1	DRUG COURT/SPC.CT. COORDINATOR	\$ 9.01
TOTAL:		\$ 180,403.98

Board of Equalization, if needed

None needed

Completion of the ATC Phone System Upgrade (timestamp: 00:05:29)

The county phone system upgrade is complete, though it may take a few months to settle in and address any minor issues. ATC Communications worked with IT Specialists, the county's contracted IT provider, to ensure the new system integrates properly. The final quote came in slightly under the original projection, and integrated billing will begin with the next cycle. Kyle Redman with ATC requested the Commissioner's signature on the final quote. The upgrade, including faster internet speeds of at least 1 GB in every building and replacement of all desktop phones, is expected to save the county \$300–\$400 per month. Some additional changes may occur in the future once the Sheriff's department decides on their preferred service provider for Enhanced 911 (E-911).

Commissioner Jepps moved to approve the schedule of services and fees contract with ATC Communications, with an updated estimated monthly service cost of \$2,963, authorizing the Chair to execute the contract on behalf of the County. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – Depot Road – Madsen's Driveway – Kirk Willie (timestamp: 00:16:06)

The Board discussed the location of the Madsen's mailbox following the realignment of the S-curve on Depot Road. Following the project, the mailbox was returned by the Road & Bridge Department to a spot estimated to be 30 feet onto the Willie property.

The discussion included property line clearance standards for approaches and the 2022 Idaho County Road Standards, which require that any changes to an approach meet current standards. The Board noted that the concern is limited to the mailbox encroachment and does not involve the county right-of-way.

Once the ground thaws, the Road & Bridge Department will relocate the mailbox to its proper location under the advisement of County Legal Counsel. Road & Bridge will also coordinate with the Post Office to ensure compliance with postal guidelines and notify them of the mailbox relocation. No motions were made on this item.

Allocation of Money for Playground Donation (timestamp: 00:23:39)

The playground committee secured a \$1,000 donation commitment from the board or commissioners during a previous meeting and was asked to return to a commissioner meeting in January to determine an amount for additional donation. However, the commissioners must determine, and set aside, the one-time spending funds before the additional donation can be made. The playground committee will come before the commissioners at the February 9 meeting.

Committee member Rachael Clark shared the goal of having the playground completed by spring and that the committee is \$10,000 away from being able to purchase rubber mulch instead of wood chips, which last much longer. No decisions were made.

R&B – Signed Agreement with Keller Associates (timestamp: 00:30:59)

The Commissioners received a request to approve an agreement with Keller Associates, allowing the county to request on-call assistance throughout the fiscal year. The agreement caps the cost of on-call services at \$20,000 for the fiscal year. Attorney Preston Olsen reviewed the agreement for indemnification clauses or other potential concerns and found none.

A question was raised regarding the confidentiality of the Schedule A portion of the agreement. Jake Poulsen with Keller Associates was contacted by phone during the meeting to explain the request. He assured the Commissioners that the fee schedule was only intended to be confidential prior to the meeting and is not meant to remain confidential moving forward.

Commissioner Eliason moved to sign the agreement for professional services between Oneida County and Keller Associates Inc. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

R&B – Friday Overtime Hours (timestamp: 00:49:23)

Road and Bridge employees were previously approved to spend one Friday a month working on specific projects with outlined tasks. The budgeted overtime has not been used yet, but a project has been identified.

The department has use of a rented rock screener for the next week out at the Juniper pit and plans to spend Friday screening as much rock as possible. In an effort to preserve and improve county roads before applying dust guard. Using screened rock from the pit would eliminate the need to haul rock from Stone over Black Pine, reducing hauling costs and wear-and-tear to the road.

Commissioner Eliason moved to approve Friday overtime hours on a one-time basis for the Road & Bridge Department to complete the Juniper Pit gravel screening project, with all costs within the approved Road & Bridge budget. Approved overtime to be paid out in lieu of comp time. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Safety Concerns on the Summit - Old Hwy 191 - Idaho Code 49-207 (timestamp: 1:01:25)

In previous meetings, the Board heard citizen concerns regarding safety on Old Highway 191 near the Summit. During those discussions, the upcoming LHTAC-funded rumble strip project was mentioned as one measure intended to improve safety.

At this meeting, approximately 25 residents from other sections of Old Highway 191 attended, believing the agenda item involved the rumble strip project, and expressed strong opposition to the installation of rumble strips due to concerns about noise, roadway width, shoulder conditions, and potential deterioration of the existing asphalt.

Engineer Jake Poulsen of Keller Associates participated by phone and discussed roadway safety standards, including traffic volumes, crash history, roadway

geometrics, and the use of the 85th percentile in setting speed limits. He explained that a formal speed study is typically required to support permanent changes to posted speeds and that such a study would cost approximately \$10,000. Attorney Preston Olsen reviewed Idaho Code §§ 49-207 and 49-208 and advised that the Board has authority over speed limits on county roads, noting that while a speed study is generally used to support long-term changes, the Board has discretion to take action. Road and Bridge Supervisor Dianna Dredge reviewed the LHTAC safety grant, explaining that the project includes centerline rumble strips, striping, and delineators, that the county's cost share is approximately 7.34 percent, and that canceling the project would require reimbursement of significant costs already incurred.

Following discussion, the Board considered options related to addressing current safety concerns, including reducing the posted speed limit and further evaluating the rumble strip project. The Board expressed support for reducing the speed limit to 50 mph and for contacting LHTAC to determine the county's options regarding the grant-funded rumble strip project, with further discussion on that topic to be scheduled for a future meeting.

Commissioner Jeppsen moved to reduce the speed limit from 55 mph to 50 mph on Old Highway 191, north of Devil's Creek, from Exit 22 to the Bannock–Oneida County line, pursuant to the authority granted to the Board under Idaho Code §§ 49-207 and 49-208. Seconded by Commissioner Eliason. All ayes. Motion carried.

SHSP Fund Approval - Emergency Preparedness Booklet Printing (timestamp: 02:33:41)

The 2023 State Homeland Security Program (SHSP) funds expire on February 28, requiring that an invoice be submitted and funds released by that date. The county has received approval to use the remaining 2023 SHSP funds to print additional Family Emergency Preparedness booklets. At a cost of \$3.83 per booklet, the county can order 307 copies, using nearly all of the \$1,176.56 in available funds.

Commissioner Jeppsen moved to order the printing of 307 copies of the Family Emergency Preparedness booklets from the Idaho State University (ISU) copy center at \$3.83 per copy for a total of \$1,175.81, using 2023 State Homeland Security Program (SHSP) funds. Seconded by Commissioner Eliason. All ayes. Motion carried.

Use of SHSP Funds for Emergency Prep Fair (timestamp: 02:33:41)

A previous request for \$200 to cover expenses for the Emergency Preparedness Fair ended up totaling about \$210. The Board was asked to approve the extra \$10 and use the 2024 State Homeland Security Program (SHSP) funds to cover it.

Commissioner Jeppsen moved to increase the 2024 SHSP funds previously approved from \$200 to \$210 for use in preparation of the upcoming Emergency Preparedness Fair. Seconded by Commissioner Eliason. All ayes. Motion carried.

Water Supply Concerns – Senior Citizens Center (timestamp: 02:40:25)

There are water supply concerns at the Senior Citizen Center because there is no way to shut off the water inside the building. An existing valve in the building does not fully close. The city was contacted to address the issue.

There are no known maps of the city water system, but due to his work on a previous project, Dale Hobson recalled the location of the shut-off valve in front of Thomas Electric, under the road to the south. This valve serves both the Senior Citizen Center and the courthouse, which is why the county is now involved.

The city will perform the necessary work, including trenching the road from Main Street, just past the Veteran's Memorial, east to the valve location where it splits to the Senior Center. The goal is to create separate shut-off valves for the Senior Center and the courthouse. No decisions were made.

Arrowhead Cabinets – Bid for Treasurer's Office Drawer (timestamp: 02:48:35)

A bid from Arrowhead Cabinets and Millwork has been received to install an office drawer in the Treasurer's office using LATCF funds as part of the courtroom remodel project. The drawer is needed in the space used by an employee in the Treasurer's office when all three employees are present.

Commissioner Eliason moved to accept the bid from Arrowhead Cabinets for a drawer in the Treasurer's Office in the amount of \$382, using LATCF funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Property Tax Cancellation Request due to House Bill 389 (timestamp: 02:54:30)

The Assessor reported that Pat Davis sold her home to her daughter and son-in-law. A new manufactured home was placed on the property; however, a parcel number had not yet been assigned, which delayed application of the homeowner's exemption.

Upon completion of occupancy and assignment to parcel number LR0241701, the homeowner's exemption was applied. The Assessor reported a tax amount of \$256.60 was recommended for cancellation pursuant to House Bill 389, the Idaho law that revised homeowner's exemptions and related property tax provisions.

Commissioner Eliason moved to cancel property taxes for parcel number LR0241701 in the amount of \$256.60 pursuant to House Bill 389. Seconded by Commissioner Lewis. All ayes. Motion carried.

Department Updates & Highlights – 2:30pm

Treasurer (timestamp: 02:50:18)

The County Treasurer reported there will be no tax deed sales again this year as all delinquent taxes for 2022 are now paid in full.

Delinquent taxes, including second-half 2025 taxes, are performing exceptionally well. Outstanding 2023 taxes total approximately \$34,810, indicating collections are ahead of schedule.

The Treasurer reported investments are performing well. December CD interest will be reflected on the January statement, and an increase will be noted in the next department report. As of December 31, the investments have earned \$56,048 in interest for fiscal year 2026.

Assessor (timestamp: 02:59:59)

The Assessor reported the office is beginning the new year by completing annual startup lists for assessment software and sending personal property declarations and property tax reduction applications.

The Assessor stated property deeds continue to be recorded, resulting in ongoing property transfers. The appraiser is working on the 2026 reappraisal year for the southern portion of the county, including Pocatello Valley, Pleasant View, Samaria, Cherry Creek, and Woodruff.

The Assessor reported updated valuation tables are being implemented. Previous tables dated to 2009 and are being brought into alignment with 2024 valuation data. Each property record is being reviewed to ensure values are accurate.

DMV activity has slowed as more registrations are completed online; however, out-of-state title work continues to be processed in person.

Ambulance (timestamp: 03:05:58)

The Ambulance Director reported a new EMT class is currently underway with seven students enrolled. Students are participating in ride-alongs with the department and gaining hands-on experience during emergency calls.

Planned training for the year will include instruction on several newly approved medications for pre-hospital care.

The Director reported the delivery date for the new ambulance remains undetermined. The ambulance is currently in Salt Lake City for final finishing work.

Year-to-date call volume is lower compared to the same period last year.

The department is actively cataloging equipment and supplies in the ambulance shed to ensure the ICRMP insurance schedule is accurate and current.

Airport (timestamp: 03:45:40)

Airport staff reported proposals for engineering services related to the airport lighting project will be reviewed during the first week of February, with a recommendation to be presented to the Board of County Commissioners following that review.

Due to recent security concerns at the airport, including interference with aircraft and missing funds from the lounge lockbox, the airport has contracted with a surveillance company to install cameras. The system will include coverage of the airport grounds and the office area to monitor access and activity.

Airport staff reported the State of Idaho has provided updated guidance regarding hangar use requirements. To remain eligible for future grant funding, at least 80 percent of hangar space must be used for aeronautical purposes. As a result, hangar lease agreement language has been updated. An inspection team is being assembled to assess compliance.

Clerk (timestamp: 03:53:02)

The Clerk reported all year-end financial reports for 2025 have been completed, approved by the Board, and submitted to the appropriate state agencies. Financial information has been provided to the county auditor, and the annual audit is anticipated to be completed by late March or early April.

Preparation is underway for the 2026 election cycle. The annual election calendar has been published, outlining the May Primary Election and the November General Election, including the Soil Conservation District election. Candidate filing deadlines were reviewed, and the Clerk noted the Secretary of State's Office is developing an online candidate filing system, which is not yet fully implemented.

The Clerk's Office is working with the State Controller's Office to streamline financial reporting for counties and special purpose taxing districts through the Transparent Idaho system.

Election equipment upgrades are being planned to improve voter service. Phase one includes the purchase of ballot-on-demand printers, which will allow ballots to be printed at the polls during voter check-in and reduce unused pre-printed ballots. Phase two would include upgrading ballot tabulators to newer models that are faster and more ergonomic for voters.

Funding is expected to include Help America Vote Act (HAVA) grant funds and existing election reserves, with the goal of implementation prior to the May election. Public education efforts related to elections were also discussed, including information on ballot processes, absentee voting requirements, and party affiliation.

Hangar Lease Agreement Renewal (timestamp: 03:14:20)

The hangar site land lease agreement renewal for Non-Typical Holdings requires commissioner approval and signature. The hangar was previously shared between Non-Typical Holdings and Jared Simpson, with both names listed on the lease. Moving forward, Jared Simpson will retain the hangar, and Non-Typical Holdings will share hangar space with another lessee, Mr. Stokes. Expenses will be split 50/50 between the shared parties.

Commissioner Jepps moved to approve the Oneida County Airport Hangar Site Land Lease Agreement between Non-Typical Holdings and the Oneida County Airport. Seconded by Commissioner Eliason. All ayes. Motion carried.

Emergency Services - Outreach Information for Asbestos/Mesothelioma (timestamp: 03:19:11)

The Community Outreach team at The Mesothelioma Center in Orlando, Florida, emailed the county requesting that links be included on the county website to help spread awareness of asbestos and mesothelioma, a rare and aggressive cancer. The request referenced increasing occurrences of natural disasters which can expose or release asbestos from older construction materials and create serious health risks. This topic will be addressed at an upcoming commissioner meeting. No decisions were made.

ONAN Diesel Generator Installation (timestamp: 03:22:55)

The Road & Bridge Supervisor is coordinating with Bannock County to have the generator picked up. An electrician will assess the Stone School to determine whether it is wired to accommodate the generator and whether the generator is appropriately sized. The Superintendent of Schools has approved proceeding with the assessment. Depending on power capacity, the generator may be placed at either the Stone School or the Stone Fire Station if it is not sufficient to serve the school. SHSP funds will cover the cost of installation. No motion was made.

129k Truck Route - Idaho Code 49-1004B (timestamp: 03:27:39)

The city approved the 129k Truck Route by resolution on January 14, 2026. Commissioners had questions regarding the route description contained in the resolution before them for signature and chose to place the item on the February 9 agenda in order to receive clarification prior to signing.

Discussion included why the mapping and description reference only roads within the city limits, whether a map should be attached to the resolution, and whether Arbon and Stone should be included. No decisions were made.

Le Grande Aqua Plunge County Pool Resolution (timestamp: 03:42:27)

Representatives from Southeastern Idaho Public Health (SIPH) and Oneida County recently met to discuss new legislation in which the Health Department is no longer responsible for inspecting pools. That discussion emphasized that pool safety remains a priority.

During the current meeting, it was noted that Bannock County has drafted a resolution and a memorandum of understanding (MOU) to contract with SIPH to conduct annual pool inspections. The county has also contacted ICRMP to determine whether there would be a benefit to having a contract with SIPH in place in case issues arise in the future. A response from ICRMP is pending.

This topic will be discussed at an upcoming commissioner meeting. No decisions were made.

Review/Ratify Final Draft of Comp Plan Update - Resolution 2025-11-01 (timestamp: 04:07:58)

The Board verified that the County Comprehensive Plan reflects the version approved in November 2025, with the land use map included and all highlight markings removed. This clean version is ready to be posted to the county website. Ongoing edits and updates to the plan will continue as part of Phase 2 of the update process, which is expected to come before the Board for approval in the coming months.

Commissioner Jeppsen moved to approve the amended Oneida County Comprehensive Plan dated November 10, 2025, and to place the document on the county website. Seconded by Commissioner Eliason. All ayes. Motion carried.

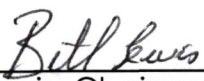
American Legal Codification Agreement (timestamp: 04:16:18)

Last year, the Board approved a county ordinance codification project with American Legal Publishing, LLC, but recently learned that no work had been completed due to miscommunication. The project is now being restarted from scratch.

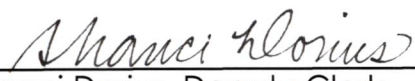
A revised codification agreement was presented to the Board. Option A was selected, which includes the entire county code, including land development ordinances, totaling 550 pages at \$20 per page. The codification fee is \$11,000, with an online code setup fee of \$695 and an annual hosting fee of \$595. The county previously pre-paid \$1,996, bringing the remaining total due to \$10,294.

Commissioner Jeppsen moved to accept the revised codified agreement dated January 16, 2026, between American Legal Publishing, LLC and Oneida County for Option A codification of the entire county code, including land development ordinances totaling approximately 550 pages. The agreement includes a codification fee of \$11,000, a code set-up fee of \$695, and an annual online hosting fee of \$595, with a credit of \$1,996 previously paid by the county, for a final total due of \$10,294. Seconded by Commissioner Eliason. All ayes. Motion carried.

***** Meeting adjourned by 5:30 pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk