



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jepps

Regular Commissioners Meeting

13 April 2026 - 9:00AM

Meeting Location: Event Center

459 South Main Street, Malad City, Idaho 83252

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

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

Approve Agenda

Commissioner Jepps moved to accept the agenda as presented. 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 Jepps. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
57	GENERAL FUND/CURRENT EXPENSE	\$ 35,975.91
40	ROAD AND BRIDGE	\$ 85,540.67
4	AIRPORT	\$ 1,438.27
1	AMBULANCE	\$ 22.81
3	DISTRICT COURT	\$ 120.82
9	FAIR, COUNTY	\$ 2,533.08
28	JUSTICE FUND	\$ 16,003.88
1	HEALTH DISTRICT	\$ 15,689.00
1	PARKS & RECREATION	\$ 25.56
2	REVALUATION	\$ 28.49
8	WEEDS	\$ 560.14
2	CONSOLIDATED ELECTIONS	\$ 45,030.00
1	OPIOID SETTLEMENT	\$ 324.36
1	PILT	\$ 2,040.00
9	E-911	\$ 2,625.06
1	DRUG COURT/SPC. CT. COORDINATOR	\$ 150.00
TOTAL:		\$ 208,108.05



DEQ Environmental Update

Doug Tanner, Waste Management Remediation Manager with the Idaho Department of Environmental Quality (DEQ), presented the Fiscal Year 2025 Report to Citizens and provided an environmental update regarding Thallium, a naturally occurring contaminant that can have adverse health effects, previously discussed with the Board over the past few years.

Approximately three years ago, the Utah Department of Environmental Quality identified elevated concentrations in testing of the Malad River in Utah and notified the Idaho Department of Environmental Quality. Idaho DEQ conducted follow-up testing to determine whether the source was groundwater or surface water related. Detected concentrations in Oneida County were reported at 0.018%, below the applicable standard of 0.02% and below levels associated with health effects; however, continued monitoring is planned.

Soil and water sampling indicates a naturally occurring source, and no related health reports have been identified. The highest concentration was found near the Woodruff Bridge. During private well sampling, Idaho DEQ also tested for coliform bacteria, and a hydrogeologist provided guidance to property owners regarding well disinfection. Idaho DEQ indicated that additional private well sampling is planned for late May. Private well owners interested in having their wells tested for Thallium and coliform bacteria (no charge) may contact Idaho DEQ at 208-236-6160.

Regarding solid waste, Mr. Tanner reported that relations between Idaho DEQ and the Idaho Association of Wastewater and Solid Waste Systems (IDAWY) remain positive. Planning continues toward the anticipated opening of a regional landfill in fall 2026. The solid waste program has received American Rescue Plan Act (ARPA) funds to support groundwater protection efforts, assist with closure planning for local landfills, and prepare transfer stations for transition to the regional landfill. No action was taken.

Clarification of the 3/9/2026 Motion Regarding the Courthouse Trees

The minutes from the March 9, 2026 commissioner meeting reflected that Trevor Robbins with Healthy Greens would be removing the tree. To clarify and correct the record, a new motion was made.

Commissioner Lewis moved to clarify the motion from March 9, 2026, regarding the crabapple trees in front of the courthouse, to now state the Board authorized Trevor Robbins to prune the south tree for a fee of \$500 and that the Board would arrange for removal of the north tree. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Court House Pine Tree

Trevor Robbins with Healthy Greens Tree and Lawn assessed the pine tree located on the southwest corner of the courthouse lawn and presented treatment options to the Board. Options included taking no action until the tree declines and must be removed; a one-year basal bark systemic treatment; or a more intensive treatment



involving drilling into the tree to inject a higher-cost product with a longer residual (two years versus one year) and a broader label. The estimated costs are \$885 for the one-year treatment and \$1,305 for the two-year treatment.

The board noted that if the tree were lost, it would take decades to replace and removal costs would be in the thousands.

Commissioner Jeppsen moved to approve the two-year treatment option for the pine tree located on the southwest corner of the courthouse lawn, to be performed by Trevor Robbins with Healthy Greens Tree & Lawn, in the amount of \$1,305.00. Seconded by Commissioner Eliason. All ayes. Motion carried.

Joint Treasurer / Auditor Quarterly Report - Q2

Treasurer Leigh Love presented the Joint Treasurer-Auditor Quarterly Report and responded to clarification questions from the Board of Commissioners.

Commissioner Eliason moved to accept the Joint Treasurer-Auditor Quarterly Report for the second quarter of fiscal year 2026. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Senior Citizen Building Report

To follow up on a previous discussion, joint ownership was discussed after both the Senior Center and the County offered to transfer their respective ownership interests to the other party. Future joint ownership issues would likely involve major maintenance and repairs. An example of this occurred approximately 10 years ago when the City and County shared the cost of a roof replacement after partial grant funding was received.

Currently, the City pays fire insurance and provides an annual donation, the Senior Center pays liability insurance, and the County provides an annual donation. No decisions were made.

Road Project on 1000 North - Forsgren Engineering & Mayor Hawkins

During assessment of the Bannock Street project, the engineers with Forsgren Associates, Inc. did not realize that a portion of the roadway—from the Field of Dreams intersection to 1100 West—is owned by the County, not the City. The City owns the roadway from 6th West to the Field of Dreams subdivision. The grant includes funding to reconstruct the roadway with curb, gutter, and sidewalk improvements.

LHTAC has requested that, since part of the roadway is under County ownership, the County either grant permission for improvements on that portion or consider deeding the roadway to the City from the Field of Dreams subdivision to 1100 West.

The total project extends from the railroad tracks to 1100 West, with an approximate grant amount of \$2,000,000. The City's share of the match is 7.34%, estimated at approximately \$146,000. If applied at a 20% participation level, the County's portion

would be approximately \$30,000, with an additional estimated \$5,000 to \$10,000 for engineering.

Commissioner Jeppsen moved to deed a section of road to Malad City beginning from the east side of the intersection at 1100 West and 1000 North continuing east to where it meets with the current city portion of the road on Bannock Street. Seconded by Commissioner Eliason. All ayes. Motion carried.

Road Annexation on 100 West

Malad City Mayor Joan Hawkins and Road and Bridge Supervisor Dianna Dredge discussed a potential annexation on 100 West. The property owner has not made a determination and has additional questions for the City Council. It was noted that any future annexation would need to include the road to avoid potential conflicts between City and County regulations and responsibility for road maintenance. No decisions were made.

REDI-4 Economic Development Grant – Molly Beseris

Molly Beseris, Rural Economic Development Fiscal Agent for the Four County Alliance of Southeastern Idaho (4CASI), requested via email to have a letter of support for the 4CASI alliance placed on the agenda. The letter is part of the application process and verifies the County's local match.

The grant, administered by the Idaho Department of Commerce, is intended to support continued economic development work and regional projects during the fiscal year 2027 funding cycle.

Commissioner Jeppsen moved to approve support for the Four County Alliance of Southeastern Idaho (4CASI) and commit \$5,000 for fiscal year 2027, and authorize Deputy Clerk Shanci Dorius to amend the letter to reflect the correct year and use the Chairman's signature stamp on the letter. Seconded by Commissioner Eliason. All ayes. Motion carried.

Election Polling Location Designations

Per Idaho Code, the Board of Commissioners is responsible for approving county polling locations for the year.

Commissioner Jeppsen moved to approve the Oneida County Events Center as the designated election polling location for 2026. Seconded by Commissioner Eliason. All ayes. Motion carried.

Law Clerk Expenses for District Judges

In the Sixth Judicial District, there are four district judges. Three are based in Bannock County. The fourth is based in Caribou County and serves Bear Lake and Franklin Counties, which share associated costs.

Discussion was held regarding law clerk funding, with total cost (salary and benefits) estimated at approximately \$90,000. Bannock County currently covers the law clerks

assigned to the three judges located there. Oneida and Power Counties have not historically contributed, but potential future cost-sharing has been discussed over the past several years.

County Clerk Lon Colton indicated Oneida County's estimated share would be approximately \$22,000. The projected cost may be considered in the upcoming budget cycle to allow the Board advance notice for planning purposes. More information will be shared at a future meeting. No decisions were made.

New Weed Building

County Weed Supervisor Cody Clyde and the Board of Commissioners briefly discussed plans for a 50-foot by 80-foot wood-framed weed building. Cost estimates for the project are being obtained. No decisions were made.

Airport Lighting Project - JUB Engineering Scope of Work Contract

The Board previously approved a contract with J-U-B Engineering, Inc. to engineer the Malad Airport Lighting Project. Airport Secretary Kathy Ray presented the final agreement for the Board's signature, allowing the project to proceed. The agreement authorizes J-U-B Engineering, Inc. to complete the design, assist with bidding, and manage reimbursement requests and project billings. The County will pay a lump sum of \$98,000 for the design and bidding phase.

Commissioner Eliason moved to sign the J-U-B Engineers, Inc. Agreement for Professional Services in the amount of \$98,000 for J-U-B Project No. RP-26-00042. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Budget Training Discussion – 11:00 a.m. – 1:00 p.m.

Department heads and elected officials received an approximately one-hour budget training in preparation for the Fiscal Year 2027 budget. County Clerk Lon Colton presented an overview of the county budget process using materials from the Idaho Association of Counties (IAC) titled "Introduction to County Budgeting," which outlined the process, roles, and responsibilities, with the intent to clarify the budget process, answer questions, and improve overall understanding. No action was taken.

Vehicle Use Policy

Updates to the vehicle use policy have been discussed in previous meetings. Attorney Lyle Fuller advised that a primary legal concern is determining who is covered under the County's insurance provider (ICRMP) when riding in county vehicles, and under what policy coverage would apply in the event of an accident. No decisions were made, as further discussion and information are needed.

Independent Contractor Agreement - 2026 - Fair Grounds

The independent contractor agreement for fairground maintenance has been prepared for signatures from the Commissioner Chairman, Fairboard Chairman, and L&J Homes LLC. The 2026 contract includes the same additions as the prior year's contract.



Commissioner Eliason moved to accept the independent contractor agreement for fairground maintenance with L&J Homes LLC for 2026, with a contracted six-month total of \$12,000 to be paid in bi-monthly installments of \$1,000 to coincide with Commissioner meeting dates. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Compensation Review

The Board of Commissioners continued the employee compensation discussion from prior meetings and discussed the potential benefit of obtaining an updated compensation survey to evaluate county positions and ensure pay rates are aligned with current job descriptions and assigned duties. It was noted that a similar assessment had been conducted in prior years, but an updated review is needed.

The Board agreed to move forward with obtaining a compensation survey from Calyx-Weaver & Associates, a workplace management solutions company out of Boise who submitted a Statement of Work proposal for a compensation survey and to have department heads review the results upon completion.

Commissioner Jeppsen moved to accept the compensation survey proposal from Calyx-Weaver & Associates to provide a salary survey at a cost not to exceed \$5,000 and to request that elected officials and department heads review job descriptions prior to submission. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – County Road Ordinance Update, Violations and Compliance

Clarifications and updates to the existing Oneida County road ordinance are needed to improve the remedies section and ensure the provisions are enforceable. County Attorney Lyle Fuller was unable to prepare a draft prior to this meeting but will have one prepared for a future meeting. Road and Bridge Supervisor Dianna Dredge reported she has gathered information from other counties to share with County Attorney Lyle Fuller, including how those counties address road and bridge issues, what their ordinances provide, and how those ordinances are enforced. No action was taken.

Executive Session

The board moved into executive session at 1:41 p.m.

*Commissioner Jeppsen made a motion to move into Executive Session 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** Executive Session 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***

Executive Session 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 Ayes from Commissioners Eliason, Lewis and Jeppsen. Motion carried.

At the conclusion of the executive session, the board moved back into regular meeting.

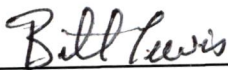
P&Z Administrator Position (Applicants, Hiring)

Of the nine applications received for the Planning & Zoning Administrator position, four applicants were selected for interviews. The interviews will be held Wednesday, April 15, 2026, beginning at 6:00 p.m. in executive session during a publicly noticed special meeting, allowing the Board to be present and participate in the interview process.

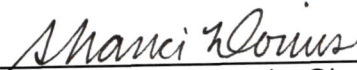
In preparation for the new administrator, Planning & Zoning Chairman Steve Daniels suggested contacting Fuller & Fuller and MSBT Law, both of whom are familiar with the County's Development Code, to provide support and assist the new administrator in becoming familiar with the code through regular conference calls.

Commissioner Jeppsen moved to hold a special meeting on Wednesday, April 15, 2026, at 6:00 p.m. in the Old Commissioner Room at the Courthouse to discuss the hiring of a Planning and Zoning Administrator and to include an executive session for the purpose of interviewing applicants. Seconded by Commissioner Eliason. All ayes. Motion carried.

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



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk

