



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

Regular Commissioners Meeting

28 September 2026 - 9:00AM

Meeting Location: Event Center

459 South Main Street, Malad City, Idaho 83252

IN ATTENDANCE: Commissioner Chairman Bill Lewis, Commissioner Brian Jeppsen, and Commissioner Ken Eliason. *Commissioner Eliason was excused from the meeting at 10:45 a.m.*

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

Approve Agenda

The Board discussed adding the omitted agenda topic regarding the Proposed Conveyance of Real Property on Bannock Street between 600 North 600 West and 600 North 1100 West. The matter had been included in the published Notice of Intent to Convey Real Property, which stated that the matter would be discussed and deliberated at the September 28, 2026, Board of County Commissioners (BOCC) meeting, but was inadvertently omitted from the September 28, 2026, agenda.

The Board also discussed that the Idaho Estates (Ida-Home) Independent Engineering Review had inadvertently been labeled as a discussion item rather than an action item, although it had previously been identified as an action item. A Special Meeting will be held Wednesday, September 30, 2026, at 1:00 p.m. in the Old Commissioner Room at the Courthouse to address the Idaho Estates (Ida-Home) Independent Engineering Review.

Commissioner Jeppsen moved to accept the agenda with the following amendments: to add as action (and as published in the newspaper) the Proposed Conveyance of Real Property on Bannock Street between 600 North 600 West and 600 North 1100 West. Seconded by Commissioner Eliason. All ayes. Motion carried.

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

The payment of claims was deferred for discussion later in the meeting to allow the Board additional time to review the claims. The consent agenda and meeting minutes were presented for approval.

Commissioner Eliason moved to accept the consent agenda, and to remove the payment of claims, to be discussed separately during the meeting, and to then approve the meeting minutes from September 14 and September 17. Seconded by Commissioner Jeppsen. All ayes. Motion carried.



Payment of Claims

The claims were reviewed and approved for payment by the Board.

Commissioner Eliason moved to accept the payment of claims as presented. Seconded by Commissioner Jepps. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
34	GENERAL FUND/CURRENT EXPENSE	\$ 13,466.89
26	ROAD AND BRIDGE	\$ 51,028.27
7	AIRPORT	\$ 3,446.05
21	AMBULANCE	\$ 16,904.04
1	DISTRICT COURT	\$ 610.61
25	FAIR, COUNTY	\$ 4,959.00
3	JUSTICE FUND	\$ 158.99
9	PARKS & RECREATION	\$ 1,123.22
1	REVALUATION	\$ 120.00
1	TORT	\$ 3,521.10
2	WEEDS	\$ 90.00
3	PILT	\$ 3,415.00
2	E-911	\$ 188.30
1	DRUG COURT/SPC.CT. COORDINATOR	\$ 5.00
TOTAL:		\$ 99,036.47

Liquor License Approval

Bingham Family Enterprise has purchased the Chat N' Chew, and the transfer of the retail alcohol license was presented to the Board for approval.

Commissioner Eliason moved to approve the transfer of the Chat N' Chew retail alcohol license from Ronna Hess to Bingham Family Enterprise. Seconded by Commissioner Jepps. All ayes. Motion carried.

Review Scorecards of Independent Engineering Submissions for Idaho Estates (Ida-Home) Stormwater Retention Pond

The Board reviewed the three engineering submissions received for the independent engineering review of the Idaho Estates (Ida-Home) Stormwater Retention Pond. The Board developed and used a scorecard to evaluate the qualifications of each submitting firm. The Board specifically evaluated the firms based on their qualifications and experience and did not consider price in the scoring. The Board reviewed each submission in detail, both individually prior to the meeting and collectively during the meeting.

Based on the scorecards and the qualifications of the submitting firms, all three submissions were determined to be qualified. Forsgren Associates and Jones & DeMille Engineering scored closely, with Jones & DeMille appearing to have the most experience with stormwater projects.

The Board discussed the Idaho law governing the selection of certain professional services, including engineering services, and noted that the selection of an engineer must be based on qualifications rather than financial considerations.

A final decision regarding the selection of an engineering firm will be made at the Special Meeting on Wednesday, September 30, 2026, at 1:00 p.m. at the Courthouse. No decision was made at this meeting.

BLM Prescribed Burn in Oneida County – Blaine Newman

Blaine Newman with the Bureau of Land Management (BLM) reported that the anticipated fire season has been less than projected due to the drought conditions following last winter's mild conditions. Mr. Newman informed the Board that the BLM will conduct several prescribed burns in Central and Eastern Idaho from September 30 through December 30.

In Oneida County, approximately 270 acres near Wood Canyon and extending into Sheep Canyon will have a prescribed burn beginning this week. The area was previously thinned to promote aspen regeneration and manage conifer encroachment. Additionally, the BLM plans to conduct a prescribed burn this fall at another location identified as Morgan Jones. The BLM believes conditions are appropriate for the prescribed burns. Smoke may be visible for several days following each burn. Actual burn dates and times will be determined based on weather and fuel conditions. No action was taken.

Airport Construction Contract for Pavement Markings

As part of the Airport Lighting Project, additional runway restriping is required due to the displaced threshold. The Board reviewed a \$52,805 construction contract proposal from Anderson Asphalt, which completed the original striping, for the runway restriping work. Anderson Asphalt will seal over the existing pavement markings and apply the new pavement markings as soon as possible. The full cost of the work will be covered by the existing grant for the Airport Lighting Project. The contract amount is below the threshold requiring public bidding.

The original grant was for \$675,000, and J-U-B Engineers, Inc. is assisting with applying for additional funding. Two approvals are required at the State level. The Division of Aeronautics Advisory Board is expected to consider the additional funding in October, after which it will be presented to the Idaho Transportation Department (ITD) Board for approval at its October meeting. If approved, the agreements are expected to be sent out no later than mid-November.

*Commissioner Jeppsen moved to accept the bid proposal from Anderson Asphalt in the amount of \$52,805 for the Malad Airport runway restriping project.
Seconded by Commissioner Eliason. All ayes. Motion carried.*

Malad Airport Lighting Bid Results and Next Steps

A formal letter of protest was received from the second-lowest bidder regarding the Malad Airport lighting project. The Board reviewed the bid tabulation and discussed the correction to the total bid amount for Mortenson Electric. Article 13.01(c) of the



Instructions to Bidders provides that discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the unit prices, and discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

The Board discussed whether the corrected bid amount could be accepted in light of the contractor's license limit and the subsequent amendment to the bid. The protest states that the contractor's license is limited to \$600,000, while the corrected bid totaled \$619,000. Mortenson Electric subsequently amended its bid to \$600,000. It was noted that it is unusual for a low bidder to reduce its bid after the bid opening.

County Attorney Lyle Fuller requested additional time to review the bid documents and the letter of protest. The matter will be addressed at a future meeting pending further review. No decision was made.

R&B – Request to Pay for the New Wing Ripper with F&2026 Funds Instead of FY2027

The Road and Bridge (R&B) Department previously received approval to purchase a new Caterpillar 144-inch Wing Ripper using Fiscal Year (FY) 2027 funds. A Caterpillar compactor for the Mini Excavator (Mini-X) was approved to be paid using FY2026 funds. The equipment was billed and delivered together, and sufficient funds are available in the current budget to pay for both items. The Wing Ripper will be used on the Holbrook grader.

Commissioner Eliason moved to allow the Road & Bridge Department to pay for the new Wing Ripper with Fiscal Year 2026 funds instead of Fiscal Year 2027 funds, as previously approved. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Possible Sight Restriction on Daniel's Road Due to New Trees

Several new trees have been planted on the corner near 2000 North within an area previously identified as having a sight restriction. It was reported that the property owner has agreed to move the trees but has not yet done so. The trees are currently small enough that they do not obstruct the sight line; however, as they grow taller, they may become an obstruction and more difficult to move. No decision was made.

*****Commissioner Eliason was excused from the meeting at 10:45 a.m. *****

Assessor - GPS Mapping Contract

The GPS mapping service was previously approved by the Board, and the agreement is now ready for Board signature. The service will provide more accurate GPS-based mapping to assist the Assessor's Office in identifying and locating property and improvements throughout the County. The agreement allows the project to begin, with billing of \$5,760 to occur after the project is completed.

Commissioner Jeppsen moved to accept the consulting agreement between Oneida County Idaho and Polder Mapping LLC for their Geographic Information System (GIS) services. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.



Assessor - Adjustment / Cancellation of Property Taxes

The Assessor's Office attempts to address these matters prior to the July deadline; however, occasionally a request is received after taxes have been assessed. The first request is for parcel RP0066512 in the amount of \$1,250.77, and the second request is for parcel RP0023200 in the amount of \$772.80, pursuant to House Bill 389 (HB 389). Assessor Atkinson noted that these are preliminary amounts that may change after the State approves the levies.

Commissioner Jeppsen moved to approve the cancellation of property taxes for RP0066512 in the amount of \$1,250.77 and RP0023200 in the amount of \$772.80. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Fuller & Fuller - Legal Services Agreement - FY2026-2027

The 2026-2027 Legal Services Agreement between Oneida County and Fuller & Fuller was presented to the Board. The agreement is similar to the previous year's agreement, with additional language on Page 2 clarifying compensation for civil litigation.

Commissioner Jeppsen moved to accept the Legal Services Agreement for 2026-2027 between Oneida County and Fuller & Fuller Associates. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

NACo Leadership Academy Training

The National Association of Counties (NACo) Leadership Academy offers an Artificial Intelligence (AI) Leadership Academy training. County Clerk Lon Colton requested approval to take the course, along with one of his Deputy Clerks. The total cost for both employees is \$1,500.

Commissioner Jeppsen moved to approve the NACo Leadership Academy Training for AI for two employees in the Clerk's Office for the total amount of \$1,500, to be paid with contingency funds. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Certify Taxing District Levies for 2026 Taxes

All taxing districts have submitted their L1 information for the levies to be imposed after the Idaho State Tax Commission certifies the levy calculations. Two taxing districts, Holbrook Recreation and Holbrook Cemetery, are not compliant with the State Controller's Office transparency reporting requirements and therefore did not receive the allowed 3% increase. Both districts have been contacted regarding the loss of their 3% increase and the potential loss of their portion of sales tax revenue. The report was presented to the Board for signature.

Commissioner Jeppsen moved to accept the County Clerk's L1 report for the certificate of county levies for Oneida County as presented. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Weed Building Discussion

Weed Supervisor Cody Clyde inquired about County-owned property near the new ball diamonds. The Board advised that the property has been designated for future Fairgrounds expansion. No decision was made.

Backup Generator's Managed by County – Update from Tory Richardson

County Maintenance Manager Tory Richardson reported that Precision Powerhouse will continue to provide maintenance for the County's backup generators. No decision was made.

Building Inspector Vehicle Replacement Discussion

County Building Inspector Tory Richardson presented the Board with examples of available trucks and their price ranges. The Board requested a final proposal for a vehicle costing up to \$40,000. No decision was made.

Resolution No. 2026-09-01 - Intent to Transfer Real Property (Bannock Street from 600 North 600 West to 600 North 1100 West)

County Attorney Lyle Fuller clarified that this topic was published in the newspaper with notice that a decision would be made at the September 28, 2026, Board of County Commissioners meeting; however, the agenda item was inadvertently left off the agenda. Because the intent to take action had been previously noticed, Attorney Fuller advised that it would be appropriate to address the topic as intended and published.

Attorney Fuller explained that it is in the public interest to convey approximately 2.34 acres to the City of Malad to assist with completion of the Bannock Street Project. The City's funding sources and engineers, through the Local Highway Technical Assistance Council (LHTAC), requested confirmation that the City owned the property or had a written agreement with the County authorizing the City to complete a project on the property. Following discussions between the City and County attorneys, the parties determined that the appropriate course of action was to pass a resolution and execute a quit claim deed.

Commissioner Jeppsen moved to approve Resolution 2026-09-01, A Resolution of the Board of County Commissioners of the County of Oneida, State of Idaho, approving the conveyance of real property to the City of Malad, Idaho, as per the description in Exhibit A, which is a portion of what is known as Bannock Street between 600 North 600 West and 600 North 1100 West. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Commissioner Jeppsen moved to authorize Chairman Bill Lewis to sign the Quit Claim Deed dated September 28, 2026, transferring ownership of said piece of property from Oneida County to the City of Malad. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Time Card Plus (TCP) - Time Tracking Presentation

The Board heard a time-tracking presentation from Time Card Plus (TCP) regarding a potential change to how the County tracks employee time. The Board asked questions of the presenter. No decision was made.

P&Z - Cloudpermit Order Form & Contract

The proposed Cloudpermit contract provides 15 months of service for the cost of 12 months, allowing a three-month conversion period to transfer files from iWorq before the current iWorq contract term ends on December 31, 2026. The County will not begin paying for Cloudpermit until January 1, 2027, while being allowed to begin using the software immediately. The City of Preston made a similar transition, and an email response from Shawn Oliverson indicated that the transfer of data should be straightforward, particularly if all documents are available in Portable Document Format (PDF), and that the three-month conversion period should be sufficient to complete the transfer.

County Attorney Lyle Fuller noted an indemnity clause on Page 9, Paragraph 11.1, of the contract and suggested that the language be revised or the clause removed. Cloudpermit agreed to remove the clause and provided an updated contract for signature prior to the end of the meeting. iWorq will be provided with 60 days' notice of cancellation as required by its contract.

Commissioner Jeppsen moved to accept the contract with Cloudpermit and Oneida County for Planning and Zoning software in the amount of \$6,500 for the first year, which also allows the County to begin using the software immediately for 15-months of service for a 12-month payment. Seconded by Commissioner Lewis. All ayes. Motion carried. Commissioner Eliason was not present for this motion.

Department Updates & Highlights (R&B, Weeds, Emergency Services, Building Inspector/Maintenance)

Four departments shared updates for the past quarter. No action was taken on any of the department updates.

Road and Bridge

Road and Bridge Supervisor Dianna Dredge reported that paving was completed on the bridge in Woodruff and the culvert in St. John. The department also fog sealed the repaved and chip-sealed roads in Arbon. Some material remained, so it was used on Old Highway 191, where the road was chipped last year. Gravel was hauled up New Canyon, Third Creek, and toward Gardner Canyon. The department has been utilizing the new Grizzly screener to screen gravel. The bridge and culverts have turned out well, as have the projects on Third Creek and New Canyon.

The department is preparing for winter and hoping for more snow to plow this year following last year's mild winter, while also working to complete gravel hauling on several roads.

Two new employees have joined the department and will be working toward completing the Road Scholar program. The department is still waiting for the Transportation Plan, and no word has been received from Paragon Consulting, Inc. The plan was expected to be completed a year ago, and an extension to July 1 has also passed. This delay is preventing the County from applying for other Local Highway Technical Assistance Council (LHTAC) grants, as the plan must be completed before the County can apply.

There are also a couple of older Mack trucks in the department's fleet that need to be phased out and replaced with newer trucks over the next few years.

Emergency Services

Emergency Services Manager Dan Williams reported that the project at Stone Elementary School for the installation of an Emergency Hazardous Project (EHP) transfer switch has been completed and sent to Idaho Office of Emergency Management (IOEM) for approval.

The 2025 State Homeland Security Program (SHSP) Grant for \$18,120.98 has been signed and is ready to proceed. The County's portion is \$11,778.64, and the Sheriff's portion is \$6,342.34. The closing date is August 15, 2028.

The 2024 State Homeland Security Program (SHSP) Grant has a remaining balance of \$12,707.20 available to the County. The Sheriff's funds have been expended. The closing date is February 28, 2027.

The Emergency Preparedness Fair will be held on November 7, 2026, from 6:00 to 8:00 p.m. at the Malad Latter-day Saints (LDS) Stake Center.

The Federal Emergency Management Agency (FEMA) will conduct a nationwide test of the Emergency Alert System on November 17 at 2:20 p.m. Eastern Standard Time (EST).

The Great Idaho ShakeOut will be held on October 15. The event occurs annually and is similar to the FEMA nationwide test.

The Homeland Security Conference will be held at the Riverside Hotel from December 8 through December 10.

The Emergency Services Manager will hold a Local Emergency Planning Committee (LEPC) meeting in October. A date has not yet been set.

Weeds

Weed Department Supervisor Cody Clyde reported staying busy with weed control work throughout the County and on Bureau of Land Management (BLM) and U.S. Forest Service (Forest Service) lands. The past quarter's focus has been on weed control, follow-up on previous treatments, working with landowners, and preparing for upcoming projects.

Good results are being seen from treatments conducted two years ago in the BLM mountain areas using helicopter spraying. Recent checks show continued reduction in the targeted weed populations. One hillside in Wood Canyon would benefit from another treatment, but the area is not large enough to justify helicopter spraying. The areas will continue to be monitored, and follow-up treatments will be conducted where needed.

A Dyer's woad infestation was discovered this year. The County Weed Supervisor is working with the Forest Service to find funding for helicopter spraying to treat the infestation next spring.

Hay certifications for the Davis and Bean parties have been completed.

More focus will be given to early treatment of the backwater areas around Daniels, Devils Creek, Pleasantview, and Deep Creek Reservoirs, where the most common weeds identified to date are Scotch thistle, Canada thistle, hounds tongue, and goldenrod.

It was reported that the Weed Department's Capital budget was cut in half for next year due to a lack of revenue from either the BLM or Forest Service. It was also reported that some billing may have been lost when a notebook was left on the machine prior to loading the machine on the trailer to return home.

The Weed Department is trying a new chemical that appears to be working better than the current chemical, which has not performed as expected. The chemicals discussed included 2,4-D, Duracor, Picloram, and Dicamba.

Building Inspector/Maintenance

Building Inspector and Maintenance Manager Tory Richardson reported that a different plumber has been contracted regarding the water softener for the courthouse boiler, as the previous plumber did not respond. The Board had previously approved the purchase of a water softener. A leaking main shut-off valve will also be replaced.

Work at the Oneida County Courthouse continues to move forward, with the remaining work expected to be completed in the coming months. The steps in front of the courthouse have been completed, and the new flagpole was installed in time for the Fourth of July celebrations. The courthouse sprinkler system is still a work in progress and is expected to be completed by fall. The courthouse parking lot is nearing completion, and the contractor is expected to seal the parking lot and paint the parking lines by the end of October.

The Stone Elementary generator project needs to be scheduled when school is not in session and could take approximately one week to complete. The concrete work could be completed now; however, the electrical work needs to be completed during a school break. D&T Electric will handle the electrical work.

The Heating, Ventilation, and Air Conditioning (HVAC) inspection certification course takes approximately one week to complete, including the course and test, with ongoing continuing education required to maintain the certification. It was reported that the County Building Inspector obtaining the certification would allow this work to generate revenue for the County rather than the State.

A report submitted to the Board showed 76 permits issued during fiscal year 2026, from October 1, 2025, through September 30, 2026. This included 36 outbuildings, 3 commercial projects, 28 single-family dwellings, 0 multi-residential projects, and 9 miscellaneous permits for remodels, solar panels, and advertising signs.

EXECUTIVE SESSION

The board moved out of the regular meeting and into Executive Session under Idaho Code 74-206 (1)(c) and 74-206 (1)(f).

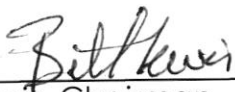
*Commissioner Jeppsien motioned to move into Executive Session per Idaho Code 74-206 (1)(c) To acquire an interest in real property not owned by a public agency **AND** Idaho Code 74-206 (1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options 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. Seconded by Commissioner Lewis. Roll call vote: Aye from Commissioner Lewis, Aye from Commissioner Jeppsien. Commissioner Eliason was absent. Motion carried.*

At the conclusion of Executive Session, the Board returned to the regular meeting.

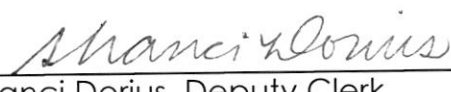
Acquiring Real Property

This agenda topic was deferred to a future meeting pending additional information. No discussion or action took place.

***** Meeting adjourned by 2:15 p.m.*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk