ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

Regular Commissioners Meeting
26 October 2026 - 9:00AM

(8:30AM EXECUTIVE SESSION, 9:00 REGULAR MEETING)

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.

EXECUTIVE SESSION

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

> *Commissioner Eliason motioned to move into 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. Seconded by Commissioner Jeppsen. Roll call vote: Aye from Commissioner Lewis, Aye from Commissioner Jeppsen, and Aye from Commissioner Eliason. Motion carried.*

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

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

Approve Agenda

The Board added two discussion topics to the agenda: "Update to the Codification Project Action Item" that was assigned at the last meeting and "Probation Vehicle".

> *Commissioner Jeppsen moved to accept the agenda as presented, with the addition of discussion items for the update to the Codification Project Action Item assigned at the last meeting and a discussion about a vehicle for probation. 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
32	GENERAL FUND/CURRENT EXPENSE	$ 9,005.02
21	ROAD AND BRIDGE	$ 62,380.35
4	AIRPORT	$ 53,060.08
17	AMBULANCE	$ 7,935.31
3	DISTRICT COURT	$ 681.43
1	FAIR, COUNTY	$ 180.52
8	JUSTICE FUND	$ 12,775.15
1	PARKS & RECREATION	$ 155.26
1	REVALUATION	$ 227.00
1	TORT	$ 3,523.30
2	WEEDS	$ 91.42
	TOTAL:	**$ 150,014.84**

Event Center Rentals

The William and Breanna Charles family is seeking permission to use the Event Center at a reduced rate in order to provide a free monthly movie night for the community. Concessions would be available at cost. The Charleses held a movie night earlier in October, and the next one will be in early November. The goal is to bring the community together for a free event during the cold months when opportunities for families are fewer. The Charleses have their own equipment and do not need to use the county equipment.

The Event Center policy does not address free family events and also states that rental costs for fundraisers are half-rate. The Event Center costs more than it brings in.

The cost of a 4-hour rental is $200, and a rental lasting more than 4 hours costs $300. The Charleses requested a reduced rate if the Board was unable to allow free use of the facility. It was also suggested that they seek sponsorship from local businesses to cover the costs. Another suggestion was to review the current rental policy to determine if any changes could be made. No decision was made.

Depot Road Shared Costs

The discussion centered around the Cooperative Agreement signed in 2022 regarding Depot Road being used as a truck detour during the Bannock Street project.

It was noted that, at some point during the project, Paragon Engineering recognized that the condition of Depot Road would need to be addressed in order to support the detour traffic. The city has been waiting to receive the cost from the contractor for the roadside gravel and recently received that cost. According to an October 14, 2026, email from Camille Miller with Forsgren Engineering to Malad City Mayor Joan Hawkins, Oneida County's 7.34% match amount is $33,594.88.

> *Commissioner Eliason moved to pay the $33,594.88, the 7.34% match for the Depot Road Project, using Payments in Lieu of Taxes (PILT) funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.*

Improper Impound Fee Related to Incident No. 26-01449
Curt Elcock, representing his grandson, Gabe Cobabe, submitted a letter to each commissioner and provided information related to the towing and impoundment of a vehicle that was damaged when Mr. Cobabe struck a deer on his way to work earlier this month. The radiator was damaged, so the vehicle was moved off the road onto a private drive. When he returned at the end of the day to tow it with a trailer, the car had been towed.

Mr. Elcock requested an unbiased review of the information he will provide to the Board over the coming weeks and reimbursement of the tow bill, which was approximately $500. The Board will review the material. No decision was made.

Building Inspector Also Serving as the HVAC Inspector
Avis and Mike Semrad came before the Board to express concerns about the recent decision to allow the County Building Inspector to take a heating, ventilation, and air conditioning (HVAC) inspector course to perform HVAC inspections in Oneida County. The Semrad's expressed concern that the same inspector may not be able to adequately perform building and HVAC inspections at the same time and that the additional responsibilities could result in items being overlooked due to the workload involved.

The Semrad's shared that the current state inspector, Chancie Owens, from Pocatello, has more than 22 years of experience. They further explained their understanding that state code requires inspectors, with the exception of HVAC inspectors, to be journeymen, which requires several years of experience. They expressed concern about the qualifications required for HVAC inspectors and stated that they believe the requirements should be addressed due to potential safety risks, including gas leaks, explosions, fires, and carbon monoxide exposure.

The Semrad's also questioned whether a potential conflict of interest could arise if the County Building Inspector also performs HVAC inspections. They asked whether the County's insurance coverage includes HVAC inspections when performed by the County Building Inspector. No decisions were made.

4-CASI - Economic Development (ED) Pro Funding through the Idaho Department of Commerce
The Board recently approved and paid an annual contribution of $5,000 toward Economic Development (ED) Pro funding through the Idaho Department of Commerce at the request of Molly Beseris with 4-CASI. In Mrs. Beseris' original request earlier in the year, an additional $500 was requested due to added operating costs and stated that the increase was optional. The Board made no decision regarding the added $500, pending review of a financial report provided to the Economic Development (ED) Board outlining the costs.

National Opioid Settlement - Albertsons (Reference No. CL-2262852)
The County has the option to participate in the Albertsons National Opioid Settlement (Reference No. CL-2262852). Participating counties may receive settlement funds intended to support opioid prevention, treatment, and recovery efforts.

Commissioner Jeppsen moved to opt in to the National Opioid Settlement for Albertsons, Reference No. CL-2262852, and to allow County Clerk Lon Colton to sign the DocuSign electronic agreement on behalf of the Board. Seconded by Commissioner Eliason. All ayes. Motion carried.

Memorandum of Understanding Between University of Idaho & Oneida County
Each fall, the County Extension Agent Sawyer Fonnesbeck comes before the Board to request approval of the Memorandum of Understanding (MOU) between the University of Idaho and Oneida County for the current fiscal year. The county contributes $1,500 toward the Extension Agent's wage, and the university covers the remainder. The agreement covers the Extension's budget, vehicles, support staff, and lists of county and university supplies.

Commissioner Eliason moved to accept the cooperative agreement, or Memorandum of Understanding, between the University of Idaho and Oneida County for fiscal year 2027. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Approval of Pay Estimate for Malad Airport Restriping by Andersen Asphalt
The pay estimate for the Malad Airport Restriping Project (No. RP-26-00042) was reviewed and approved. The project is part of the ongoing Malad Airport Lighting Project, which has received grant funding.

Commissioner Jeppsen moved to authorize the pay estimate for the Malad Airport Restriping Project by Andersen Asphalt in the amount of $52,805 to be paid from the airport grant funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Request for Approval of Single Bid - Stone Elementary - Backup Generator Project
Because only one bid was received, a letter from the Board was drafted explaining that the competitive procurement process was followed and requesting approval to proceed with the project. The Board approved signing the letter and sending it.

D&T Electric was the only bidder, and the letter requests that the Idaho Office of Emergency Management (IOEM) approve the bid and authorize the County to proceed with the Stone Elementary School backup generator project using the State Homeland Security Program (SHSP) funds available for this purpose.

Commissioner Eliason moved to approve the letter of request for approval of the single bid for the Stone Elementary Backup Generator Project, from D&T Electric in the amount of $24,950.00. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Employee Christmas Gift
The Board discussed ideas for the annual Christmas gift for county employees. Past gifts have included monetary gifts, jackets, and gift cards. Taxes would need to be considered, as the County is unable to give tax-free gifts to employees. The taxable portion of the gift would be taken from the employee's paycheck, and the employee would receive a $75 gift card.

Commissioner Jeppsen moved to allow for a $75 Christmas gift card for the identified full- and part-time employees, with the cost of the gift cards to be paid from contingency funds and applicable taxes deducted from the employees' first December paycheck. The gift cards will be distributed on the first pay date in December. Seconded by Commissioner Eliason. All ayes. Motion carried.

R&B – Reimbursement for Employee to Check Winter Road Conditions in Own Vehicle
During snowy weather, Road & Bridge (R&B) Supervisor Dianna Dredge will sometimes call R&B employee Ray Davis to inspect road conditions from Samaria to the border. Supervisor Dredge requested that Mr. Davis be allowed to receive mileage reimbursement for using his personal vehicle for this purpose. The Board read the vehicle use policy and noted that the Chief Probation Officer is eligible for reimbursement due to the nature of his job, and that the situation is similar for R&B. The Board will review the policy at a future meeting. The Board authorized the R&B employee the use of a personal vehicle to inspect snowy road conditions when the employee does not reside in town. A log must be maintained and signed by the supervisor. The vehicle policy will be reviewed.

Commissioner Eliason moved to authorize Road and Bridge (R&B) Supervisor Dianna Dredge to allow an R&B employee to use their personal vehicle to check road conditions for winter use and maintenance when the employee does not reside in town, with reimbursement at the Internal Revenue Service (IRS)-approved mileage rate. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

R&B - Patch Truck Milling Agreement
At the last Board meeting, Road & Bridge Supervisor Dianna Dredge presented the Board with an option to trade the old 1986 Thermolay Hot Patch Truck to the City in exchange for approximately 1,100 tons of its excess old asphalt millings currently located on the south side of the City's shed. The millings would be used to help with road work. Based on the amount of old millings available through the City and the calculated values of the old patch truck and the millings, it was determined by both parties that the trade was fair. The agreement between Oneida County Road and Bridge (OCR&B) and Malad City provides for the exchange.

Commissioner Eliason moved to accept the agreement between Oneida County and Malad City, Idaho, for the trade of a 1986 Thermolay Hot Patch Truck in return for approximately 1,100 tons of old asphalt millings currently located on the south side of the City's shed. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Naming of Resolutions and Ordinances (Resolution No. RES-2026-10-02)
The protocol for naming ordinances and resolutions has worked well until last month, when the Board passed an ordinance and a resolution with the exact same number while following the existing protocol, which uses the year and month, followed by the sequence number for that month. Clerk Lon Colton suggested adding "RES" for resolutions and "ORD" for ordinances before the numbering sequence to avoid confusion moving forward (e.g., RES-2026-10-01 and ORD-2026-10-01). The Clerk also requested the ability to add the "RES" prefix to existing resolutions as needed when those resolutions are reviewed, without changing the numbering of existing ordinances. All future resolutions and ordinances would use the new identification and numbering system.

Commissioner Eliason moved to accept Resolution No. RES-2026-10-02, a resolution establishing a distinct identification and numbering system for all resolutions and ordinances of Oneida County, Idaho, providing for the retroactive identification of existing resolutions, and providing for consistent numbering of all future resolutions and ordinances. Seconded by Commissioner Lewis. All ayes. Motion carried.

Resolution to Open the 2026 Budget (Resolution No. RES-2026-10-03)
The County has paid all fiscal year 2026 (FY2026) claims and received all revenues to be attributed to FY2026. The last action to take before closing out the fiscal year is to review the budget and make corrections. Resolution No. RES-2026-10-03 allows for opening the budget and making the changes to the four funds listed in the resolution. Each overall budget can cover these changes, so no transfer of Payments in Lieu of Taxes (PILT) funds is necessary.

- **Airport Fund**: "A" budget increase of $1,425.48 and "D" budget increase of $97.49. The budget was exceeded due to an approved holiday bonus given to all full- and part-time county employees.
- **County Fair Fund**: "B" budget increase of $795.31. The budget was exceeded due to the unforeseen cost of additional heavy equipment repairs and maintenance.
- **Justice Fund**: "C" budget increase of $7,533.16 for the Sheriff's Office. The budget was exceeded due to additional costs, approved by the Commissioners, for the purchase of new vehicles.
- **Tort Fund**: "B" budget increase of $22,668.00. The budget was exceeded due to the increased Idaho Counties Risk Management Program (ICRMP) insurance premium resulting from the County increasing or updating its coverage value.

Commissioner Jeppsen moved to accept Resolution No. RES-2026-10-03, a resolution of the Board of County Commissioners to open the fiscal year 2026 budget for the purpose of making amendments prior to year-end closeout. Seconded by Commissioner Eliason. All ayes. Motion carried.

Codification of County Ordinances
Last year, the County sent a copy of its ordinances to American Legal for codification. A draft of the codification project was recently received for review. After the last Board

meeting, Commissioner Jeppsen created an outline identifying the portions of the codification project draft each department should review prior to the November 23, 2026, Board of Commissioners meeting. The intent of the review is to confirm that the document matches county ordinance documents. Another option discussed was to use artificial intelligence (AI) to compare the current draft with the original documents. The departments could then review the results and determine what, if any, updates are needed. No decisions were made.

Probation Vehicle
The Probation Department would like to have a vehicle dedicated to Probation Department staff that could be used for work projects and hauling materials from those projects to the dump. It was noted that a vehicle was purchased a few years ago, but it was never used and was subsequently donated to the airport as a courtesy car. No decisions were made.

Department Updates & Highlights (Clerk, Treasurer, Assessor, Ambulance, Airport, Extension)
Six departments shared updates for the past quarter. No decisions were made.

Airport
The Malad Airport Lighting Project worked through the bidding process, and Mesquite Electric was awarded the contract, contingent on the Idaho Transportation Department (ITD) increasing the grant amount. With the increased funding amount, ITD will require a 25% match toward the additional funding.

The ITD Aeronautics Board met on October 14 and approved additional funding for the Malad Airport project. Once the project is underway, the airport will have to be shut down. They would like the project completed during the slower fall or spring seasons.

The restriping by Andersen Asphalt has been completed. The $52,805 cost for that is the only thing not included with the grant but will be part of the match. Andersen Asphalt covered and remarked the runway to accommodate the change in the threshold. The change was needed due to the proximity of the roads to the runway. This threshold change provides a safer landing environment if there is a semitruck carrying an extra-tall load on the road at the same time that a plane is approaching the runway.

The Airport Lease Agreement has been updated, and the Board of Commissioners is waiting for a response from the Airport Board.

Assessor
The Assessor's Office is starting the 2027 re-appraisals and will physically inspect the Malad Summit area and the east side of the County. Work will also begin on the next five-year appraisal plan. With all of the growth the County has experienced, adjustments will be needed to each area to ensure that 20% of the County is inspected each year.

New construction occupancies are being finished. This includes 39 homes, 17 buildings, and one commercial building. Those assessment notices will be mailed on Monday, November 2, 2026.

The Assessor's Office has a number of title transactions being held at the Department of Motor Vehicles (DMV). Customers need to ensure their title paperwork is submitted so the office can complete the transactions in the system. Vehicles cannot be re-registered until the required paperwork is completed.

The department's new employee, John Stucki, is doing very well.

Treasurer
Rachael Clark, Chief Deputy Treasurer, reported on collections and outstanding delinquencies as of September 30, 2026. Collections for the fourth quarter of 2026 totaled $107,401.67. Outstanding delinquent taxes and unpaid amounts totaled $158,246.62 as of September 30, 2026. Interest earned for fiscal year 2026 totaled $365,962.67 as of September 30, 2026. The report also included an informational graph showing current investments.

The Treasurer's Office reported several staffing changes. Becky Blaisdell resigned effective August 17, 2026. Rachael Clark moved to full-time employment and is serving as Chief Deputy Treasurer. Jeanny Miller was hired as a part-time Deputy Treasurer, working approximately two days or 16 hours per week.

The Oneida County website was recently updated.

The 2026 tax drive was completed early, marking the first year the office used the UAD web system. The tax bills will be sent to the print vendor.

Extension
Extension Agent Sawyer Fonnesbeck reported that July, August, and September are among the busiest months for the Extension Office due to the final push for 4-H projects, club meetings, and the Oneida County Fair. Activities included club meetings, a livestock day camp focused on showmanship skills, and livestock judging competitions in Bannock and Gooding counties.

During the Oneida County Fair, 67 individual 4-H projects were displayed in the Event Center, and 217 animals were shown in market and non-market categories. The report noted strong participation in both individual projects and livestock programs.

Sixteen Oneida County 4-H youth participated in the Eastern Idaho State Fair, entering projects that included livestock, rabbits, chickens, horses, and dogs. Several participants received top honors.

In July, Fonnesbeck traveled to Denver, Colorado, to present at a national conference for agricultural Extension agents. His presentation included data from

recent statewide equine surveys and classes conducted with other Extension faculty.

The Extension Office also hosted the final two sessions of its canning series, where participants learned canning principles and prepared canned goods.

Upcoming fall and winter programs will include beef schools, equine classes, and cooking and health classes.

Ambulance
Oneida County Ambulance Treasurer Shane Howard reported that the Ambulance Department has been able to provide coverage for county events, including the County Fair, rodeo, and ball games. Collections and transports have increased, with the increase in transports attributed to out-of-town transfers. The department has been approved to carry additional medications on the ambulance.

The department received delivery of a new ambulance in May or June, bringing the fleet up to date. All vehicles are completely paid for. Available funds are invested with the assistance of the County Treasurer.

The department may also hold an intravenous (IV) certification class to allow additional emergency medical technicians (EMTs) to obtain IV certification.

The Board and Mr. Howard commended the dedicated individuals who help support the Oneida County Ambulance.

Clerk
Clerk and Courts: There have been several staffing changes in the Clerk's Office. Diane Skidmore retired from her positions as Chief Deputy and Court Supervisor. Lacie Montgomery filled the Court Supervisor position, and Kate Lancaster was hired as Deputy Court Clerk on the Magistrate Court side, working with Deputy Court Clerk Dale Davis. The courts are now fully staffed.

Since January 1, 2026, the County's judicial system has handled 864 cases, including 162 civil cases, 679 criminal cases, and 23 juvenile cases.

Auditor: Natalie Murphy was named Chief Deputy Auditor. She has worked in the Auditor/Recorder/Elections Office for 22 years and has experience in recordings, payroll, elections, and general clerk duties.

The County is nearing completion of the fiscal year 2026 (FY2026) budget closeout and the fiscal year 2027 (FY2027) budget has been approved and is progressing smoothly. The County will continue to monitor revenues closely, and the Auditor will maintain communication with the Board regarding the budget, which is expected to be tight.

The FY2027 budget was approved in the amount of $14,460,749.18. Funding comes from property taxes, state revenue, other revenues, and cash carryover. The Auditor noted that the County is in fair financial condition but will need to monitor economic conditions and revenues closely to maintain services.

Recorder: There have been 234 individual recordings during the third quarter, including deeds of trust, warranty deeds, surveys, and corner perpetuations. A total of 49 marriage licenses have been issued from January 1 through September 30, 2026.

Elections: The general election preparations are underway. The office mailed 61 absentee ballots on September 18 and mailed ballots to Precincts 5 and 6, in Stone and Holbrook, respectively, on September 28. As of October 23, an additional 71 voters had participated in early voting at the courthouse. Early voting will continue through the end of this week (October 30).

Poll worker training is scheduled for October 27, with election setup planned for November 2. On Election Day, the polls will be open from 8:00 a.m. to 8:00 p.m. Because the election is statewide and part of Idaho is in the Pacific Time Zone, unofficial results will not be released before 9:00 p.m. Preliminary results are anticipated shortly thereafter and will be available on the state website www.voteidaho.gov.

The state conducts audits of randomly selected counties following elections. In anticipation of a possible audit, election procedures and closeout activities are handled carefully.

EXECUTIVE SESSION

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

Commissioner Eliason 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 ***AND*** *per Idaho Code 74-206 (1)(c) To acquire an interest in real property not owned by a public agency. Seconded by Commissioner Jeppsen. Roll call vote: Aye from Commissioner Lewis, Aye from Commissioner Jeppsen, and Aye from Commissioner Eliason. Motion carried.*

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

***** Meeting adjourned by 2:00 p.m.*****

Ken Eliason

Ken Eliason, Acting Chairman

Shanci Dorius

Shanci Dorius, Deputy Clerk