Abbreviated Minutes: Complete Set of Minutes Are on File in The Clerk's Office

P.O. Box 389
134 East Main Street
Rexburg, ID 83440

www.co.madison.id.us
(208) 359-6200

Madison County
Commissioner Meeting Minutes
August 24, 2026

Attendees:
Todd Smith, Commissioner Chairman
Brent Mendenhall, Commissioner
Dustin Parkinson, Commissioner
Kim Muir, County Clerk
Troy Evans, Civil Attorney
Karen Daniels, Deputy Clerk
Lori Hicks, Senior Accountant

ACTION ITEMS

This meeting was streamed electronically.

Pledge of Allegiance: By all
Invocation: Commissioner Mendenhall

Calendar Discussion:
Next Commission Meeting: September 3 (will include Budget Approval and Solid Waste Reduction in Force), September 14 and 28, 2026.

There will be no public hearings while a commissioner is out of town. They would like a full quorum for public hearings.

Altura Appreciation Lunch: August 26, 2026, 12:00-1:30, ribbon cutting at 2:00 p.m.

Combined work meeting with City of Rexburg: West Highway Urban Renewal District and CERT support, September 2, 2026.

IAC Meetings: September 21–23, 2026, Boise.

Contracts/Documents:
After review and discussion, Commissioner Parkinson made a motion to approve the Passthrough Agreement with IDJC for CBAS and SUDS. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

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After review and discussion, Commissioner Mendenhall made a motion to approve the Passthrough Agreement with IDJC for JCA & Cigarette Tobacco Tax Funding. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve Resolution No. 536, Moody Townhomes PUD from City of Rexburg. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Review and Sign: MOU for Drug Court Administration with 7th District Counties, this will be on a future agenda.

After review and discussion, Commissioner Parkinson made a motion to approve the Alliance Title Building quote from Teton security: door locks and other wiring upgrades. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Polling Locations for the November 3, 2026, election. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Routine Matters:
After review and discussion, Commissioner Mendenhall made a motion to approve the claims presented by the Clerk in the amount of $358,169.54. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Commission meeting minutes for August 10, 2026. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Personnel Actions:
After review and discussion, Commissioner Parkinson made a motion to approve Personnel Actions. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve Certificates of Residency as vetted in the Clerk's office for Heidi Acevedo, Ainslee Banta, Preslee Blaser, Spencer Blaser, Aislynn Flanary, Aspyn Harris, Kate Hodgson, Charles Lewis, Abigail Phillips, Avery, Thompson and Gavin-Shon Wrye. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Public Comment: No one was present to comment.

Ann Marie, Indigent Ordinance discussion:
The Commissioners discussed clarifying the County's indigent assistance policy to specify that financial assistance is generally intended to be provided on a one-time basis. Any request for additional assistance would

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need to involve extraordinary circumstances and would be referred to the Board of County Commissioners for consideration.

Troy will continue working on the proposed language, with the possibility of holding a public hearing in October to consider the policy change.

Brian McKellar, Insurance Update and review:
Review and sign contracts for: APTA CSA, SISCO Renewal ASA, Regenexx Renewal, Stop Loss Application, Summary of Benefits and Coverages, Short Term Disability Contract, and Summary Plan doc.

Brian and the Commissioners discussed APTA's performance from October to present and reviewed how the County's insurance program has been operating during that time. Commissioner Smith stated that he would like to hold off on signing any insurance contracts until several recent employee insurance matters have been resolved and clarified.

Commissioner Mendenhall made a motion to table the signing of the contracts for APTA CSA, SISCO Renewal ASA, Regenexx Renewal, Stop Loss Application, Summary of Benefits and Coverages, Short Term Disability Contract, and Summary Plan doc. Commissioner Smith seconded and Commissioner Parkinson opposed. The motion passed. The contracts will be up for review and signing on the September 3rd agenda.

Marnie Spencer, Check-in and update, University of Idaho, Extension Service:
Marnie discussed the 4-H program and the University of Idaho's role. She asked the Commissioners if they had any questions or concerns regarding the Madison County 4-H program. She expressed excitement about the program's continued growth and noted that Madison County has one of the largest 4-H programs in Idaho.

Kirk Mace, Juvenile Probation Department Update:
After review and discussion, to include how much the County has used the facility and the costs thereon, Commissioner Parkinson made a motion to approve the MOU with 3B Juvenile Detention Center. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Amanda/Evan, Recap of Fair and Rodeo:
Amanda and Evan, along with Chris Johnson from the Fair Board, presented a recap of the Whoopee Days Rodeo held in June and the Madison County Fair held in August. Amanda reported that ticket sales were lower than the previous year, which may have been influenced by rainy and cloudy weather. Although there were fewer vendors at the Fair this year, vendor-related profits increased. The Fair Board also utilized affiliate links to provide vendors with additional exposure and continues to explore creative ways to ensure local businesses and sponsors feel they are receiving value and adequate representation for their support.

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A significant change this year was eliminating admission fees to the Fair. Amanda reported that the Fair experienced its best opening-day attendance, even compared with the traditionally busy Saturday event. Based on attendance and positive feedback received through Facebook and the community, there was discussion about continuing free admission at future Madison County Fairs.

Evan thanked Amanda for her hard work and organization both before and during the community events. He also expressed appreciation for her detailed reporting and recordkeeping, noting that the information she provides helps the Fair Board evaluate each event and make informed decisions about planning and improvements for future years.

Shannon Lewis, Car Show Discussion:
100% of proceeds from tickets and sponsorships for the suicide prevention car show coming up will go to Center of Hope and Moving Toward Hope.

Corey Child, Informational work meeting:
This meeting was cancelled.

Discuss Policy and Procedure of surplus property:
The Commissioners discussed Idaho Code requirements for the sale of surplus County property, which require proper public notice before the property can be sold. Questions were raised about whether posting the notice on Facebook would satisfy the publication requirement. The matter will be added to the next Department Head meeting agenda for further discussion and clarification regarding the appropriate process for advertising surplus County property.

The Commissioners, HR and legal continue to revise and update the Madison County Personnel Policy, with the expectation to have it approved this fall.

Discuss Evaluations:
Ann Marie provided some evaluation forms for elected officials for the Commissioners to review. Department Head evaluations will be set up September 16 and 17.

Executive Session: Commissioner Smith made a motion to go into Executive Session at 11:57 a.m.. Idaho Code § 74-206(1)) (b) employee matters and (d) exempt records, Ann Marie Sorensen, Indigent Clerk. A roll call was taken as follows: Commissioner Smith-yes, Commissioner Mendenhall-yes, Commissioner Parkinson-yes. The motion passed. Commissioner Smith returned to open session at 2:29 p.m.

There were no exempt issues.

Commissioner adjourned the meeting at 2:30 p.m.

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Approved:
Todd Smith, Commissioner
Brent Mendenhall, Commissioner
Dustin Parkinson, Commissioner
Attest:
Kim Muir, County Clerk