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

Madison County
Commissioner Meeting Minutes
June 8, 2026

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

ACTION ITEMS

This meeting was streamed electronically.

Pledge of Allegiance: By all
Invocation: Commissioner Mendenhall

Calendar Discussion:
Next Commission Meeting: June 22, 2026
Budget meetings with Department Heads: June 10 and 11, 2026, 8:30 a.m.-Noon
Madison County Whoopee Days Rodeo: June 25-27, 2026

Discussion Items:
RFQ for Engineer at the Fairgrounds
Evan raised concerns about future funding needs related to the Fairgrounds and questioned whether he should add an additional $100,000 to his FY27 budget or seek financial assistance from the County to help cover anticipated costs. He emphasized that the top priority is obtaining answers to key infrastructure questions, as those details will help determine the scope of the project and the level of funding that will ultimately be needed.

This will be discussed further.

IACC Discussion:
The Commissioners shared key topics and takeaways from the recent Idaho Association of Counties (IACC) meeting. Discussions included the increasing presence of data centers, the possibility of adopting an energy policy for the county, potential county boundary adjustments, and the use of impact fees. The Commissioners emphasized the importance of ensuring that Board of Equalization (BOE) decisions are based solely on factual information and that BOE matters should not be discussed outside of official proceedings to maintain fairness and impartiality.

There was also discussion regarding AI note-taking technology, with the consensus that it should be used as a tool to assist staff rather than replace official processes. One suggestion was to implement a policy requiring AI-generated notes or recordings to be deleted after 30 days and once official minutes have been approved. Finally, the Commissioners discussed the importance of maintaining a calm, professional, and respectful demeanor during public hearings, regardless of the circumstances.

Impact Fees Discussion:
The Commissioners discussed impact fees and the steps required before implementing them. One of the first requirements would be developing a Capital Improvement Plan and conducting a study to determine the amount of revenue impact fees could generate. Gary noted that multiple public hearings would be required as part of the adoption process. There was discussion about the limitations of impact fees, including that they cannot be deposited into the General Fund and may only be used for specific capital improvements such as roads, trails, public facilities, and buildings. The funds must generally be used within eight years for the designated purpose or be returned to the developer or homeowner from whom they were collected.

The Commissioners recognized that impact fees could help fund future growth-related infrastructure but also discussed whether the revenue generated would be substantial enough to justify the administrative requirements. There was concern that if the fees are divided among too many categories, the amounts available for individual projects may be too small to be effective. Commissioner Smith expressed interest in continuing to investigate the option, and it was noted that Clearwater could assist with the necessary studies. Gary also discussed the importance of determining a cost-per-impact methodology.

Commissioner Smith asked Lori and Gary to continue researching impact fees, emphasizing the need to establish reasonable rates that help pay for growth without discouraging development, while also ensuring the fees generate enough revenue to make the program worthwhile.

Claw back discussion for utilities:
There was discussion regarding claw backs on projects within city limits and LTAC-funded roads. Can this even occur when the funds are not from Madison County, and are funds from the state or federal government? Attorney Evans reached out to the City on this as well to see what they have done. Commissioner Smith emphasized the importance of demonstrating a clear county benefit when considering these types of projects and funding requests.

The Commissioners agreed that the topic should be brought back at the next meeting for further discussion. They expressed interest in developing a framework or policy to help guide future decisions.

Sugar City Cemetery:
Commissioner Mendenhall reported receiving a call from Lawrence Neilson regarding the irrigation system project. Lawrence explained that the initial bid has increased now that the project

is ready to move forward and asked whether the County would be willing to help cover the additional cost needed to complete the project.

After review and discussion, Commissioner Mendenhall made a motion to approve a loan of $15,000 to the Sugar City Cemetery Board for the irrigation system with the stipulation that it will be paid back by the end of FY27. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

However, after review and discussion with legal counsel, Commissioner Mendenhall made a motion to rescind the motion to loan $15,000 to the Sugar City Cemetery Board due to Idaho Code 27-122, prohibiting indebtedness with the exception of purchasing burial ground, and to deny the request from the cemetery board. Hence, the County cannot lend taxpayer funds to a cemetery board as a loan to be paid back. Even a straight gift cannot occur per Idaho Code. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Contracts/Documents:
After review and discussion, Commissioner Parkinson made a motion to approve Resolution #534 Establishing a Policy for Public Use of Meeting Rooms in the Courthouse. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

University of Idaho Budget: Lance is not ready for this yet. This will be rescheduled.

After review and discussion, Commissioner Parkinson made a motion to allow Commissioner Smith to sign the Title LLC, dba Title One agreement, once adjustments are made per Kim Muir's direction. Commissioner Mendenhall 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 $717,605. 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 May 26, 2026. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

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

After review and discussion, Commissioner Mendenhall made a motion to approve the Certificate of Residency application vetted in the Clerk's office for Megan Bastedo. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Board of Equalization: Fires Davies Farrer, Harvest Heights and Bench Farms Site Improvement Exemptions:

Harvest Heights LLC and Bench Farms LLP:
Both are the same ownership and qualify for the site improvement exemption, but the deadline was missed.

After review and discussion, Commissioner Parkinson made a motion to allow Shawn to cut value in half based on size, but to deny the site improvement exemption. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Tax Cancellations:
Mary Anna Farrer and Arliss and Joyce Davies
Both properties are a total loss due to fire.

After review and discussion, Commissioner Mendenhall made a motion to allow Shawn to adjust the value of the property and to redo the tax assessment due to fire for Mary Anna Farrer. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to allow Shawn to adjust the value of the property and to redo the tax assessment due to fire for Arliss and Joyce Davies. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Shawn expressed the need for a possible BOE meeting on June 24th if not all applications have been presented by the June 22nd Commissioner's meeting.

Public Comment: Nobody present to comment.

Planning and Zoning, Plat Amend with Decrease, Kent & Jennifer Barrus
Preliminary Plat – Archer Meadows, Stoneworld – Jared Arnell

Findings of Fact:
Plat Amend with Decrease, Kent & Jennifer Barrus
The Barrus Family owns Lots 5 and 6 of the Aldo Park Subdivision. Their home is on Lot 5. Lot 6 is south of their home lot. Lot 6 was initially platted by the Barrus Family to be a recreation area to serve the entire subdivision. However, use of the land has changed, and the Barrus Family are seeking to combine Lots 5 and 6 into a single lot. There are no building rights associated with Lot 6, so combining the lots will result in no change in buildable lots within the subdivision. Since there is no change in the number of buildable lots, the action is considered a "Plat amendment with minor changes."

After review and discussion and having found that the application meets the requirements for Plat Amendment as outlined in Madison County Code 115-201 (C), Commissioner Mendenhall made a motion to approve the application from Kent and Jennifer Barrus to amend Aldo Park Subdivision, as proposed in application materials received May 1, 2026. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Preliminary Plat – Archer Meadows, Stoneworld – Jared Arnell

The application is for a 20-Lot Subdivision of approximately 30.35 acres located approximately at 7250 S and 1900 W, just north of the Archer Townsite area south of Rexburg. The property is zoned Madison County – Rural Residential 1.5 zoning. The property is currently being farmed. Surrounding land uses include agriculture, and residential uses. The subdivision is considered a "Medium Scale Development" as defined in Madison County Code.

After review and discussion and having found that the application is consistent with Madison County Code 115-170, Commissioner Mendenhall made a motion to approve the application from Stoneworld Properties for the Preliminary Plat of the Archer Meadows Subdivision as proposed in application materials received February 28, 2026. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Dana Izatt, 2025 Audit Presentation:
The auditor presented the County audit for 2025. After review and discussion, Commissioner Mendenhall made a motion to approve the presentation of audit for FY2025 as presented by Searle Hart & Associates. Commissioner Parkinson seconded and voting was unanimous. The motion passed. Copies of the audit are available to the public and can be obtained on the county website or through the Clerk's office.

Jeff Sneddon/ Bryan Young, ITD to discuss closure of 7th North:
The Commissioners agreed that closing 7th North is the safest long-term solution to address the concerns in the area. While they recognize the closure may create an inconvenience for some residents, they felt that public safety must take precedence over minor inconveniences.

There was discussion about identifying the best timing for the closure and securing the necessary funding. ITD will explore potential funding sources, and the Commissioners agreed that the Road and Bridge Department can assist with trucking and equipment, noting that collaboration among agencies could help complete the project more quickly. The group also discussed the importance of communicating the plan to the public, with a target of mid-October for public messaging and outreach.

Beth Vanderwalker, America 250 discussion:
Beth reported that two America250-themed library events have already been held for school-aged children. Looking ahead, she recommended moving the planned gala to September so it can coincide with a larger patriotic event and potentially increase participation.

Beth also expressed interest in doing something special to recognize Madison County employees as part of the America250 celebration. The Commissioners discussed the possibility of combining those plans with the County's annual employee picnic to create a larger employee appreciation event.

After review and discussion, Commissioner Mendenhall made a motion to approve $5000 to be taken out of the budget line for the America250 celebration. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Discussion on Possible purchase of property next to new fairgrounds property:

After review and discussion, Commissioner Mendenhall made a motion for Commissioner Smith to make an offer on the Hansen property for the appraisal amount of $400,000. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Commissioner Mendenhall made a motion to amend his previous motion to add approval for Commissioner Smith to sign the purchase agreement if the offer is excepted. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Tyler Saurey, Road and Bridge:

Agreement with HMH Engineering, Beesley Rd for LSIP Grant: After review and discussion, Commissioner Parkinson made a motion to approve the agreement with HMH Engineering, Beesley Rd for LSIP Grant. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Executive Session: Commissioner Smith made a motion to go into Executive Session at 12:06 p.m. Idaho Code § 74-206(1) (b) employee matters and (c) to acquire an interest in real property. 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 12:58 p.m.

Commissioner Smith adjourned the meeting at 12 58 p.m.

Approved:
Todd Smith, Commissioner
Brent Mendenhall, Commissioner
Dustin Parkinson, Commissioner

Attest:
Kim Muir, County Clerk