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
September 28, 2026

Attendees:
Todd Smith, Commissioner Chairman
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 Parkinson

Commissioner Mendenhall was excused from the meeting.

Sam Butikofer, Department Updates:
Sam reported that employee training is going well and the department currently has four deputies, who are encouraged to attend additional training. Case numbers are currently in the low 70s, compared to approximately 120 cases by year-end in a typical year. He will give a full report anticipated in January or February 2027. The department has conducted approximately seven to eight autopsies.

Sam also discussed requests for autopsy records and cause and manner of death, noting that these are public records but certain information may be redacted, such as photographs, social security numbers, etc., that are not released unless subpoenaed. He has worked with legal counsel on this question.

Calendar Discussion:
Next Commission Meeting: Tuesday, October 13, 2026, to include Employee Recognition and Department Head Meeting and October 26, 2026.

Contracts/Documents:
After review and discussion, Commissioner Parkinson made a motion to approve Madison County L2's. Commissioner Smith seconded and voting was unanimous. The motion passed.

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After review and discussion, Commissioner Parkinson made a motion to approve Madison County Ambulance L2's. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve Madison County Abatement District L2's. Commissioner Smith seconded and voting was unanimous. The motion passed.

Review and sign: Golf Course Fee increase. This will be on the next agenda.

After review and discussion, Commissioner Parkinson made a motion to approve the Beer and Wine Licenses for Nitro, Olive Garden, El Tequila and Café Sabor. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Great West Engineering Master Service Agreement with the two task orders for professional services at the Transfer Station. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Pareto Captive Subscription Documents, Investment into Captive and authorize Commissioner Chairman Smith to sign electronically. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Revised APTA Agreement. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to ratify the raise requests and other personnel matters. Commissioner Smith seconded and voting was unanimous. The motion passed.

Routine Matters:
After review and discussion, Commissioner Parkinson made a motion to approve the claims presented by the Clerk in the amount of $742,415.83. Commissioner Smith seconded and voting was unanimous. The motion passed.

Review and sign: Commission meeting minutes for September 14, 2026. This will be on the next agenda.

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

After review and discussion, Commissioner Smith made a motion to approve the Certificates of Residency as vetted in the Clerk's office for Nathan Mitchell. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

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Public Comment: No one present to comment.

Planning and Zoning:
Findings of Fact: Moody Creek Estates, RUT Construction LLC, Preliminary Plat
The application is for a 37-Lot Subdivision of approximately 55.19 acres located approximately at 3200 E and 2000 N (Moody Road). 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 "Large Scale Development" as defined in Madison County Code.

A public hearing before the Planning and Zoning Commission was held on Wednesday, August 12, 2026. Several neighbors spoke in opposition to the development and specifically pointed out an error in the application regarding Moody Creek being located on the property, as well as deficiencies in the summary of the traffic impact study. Based on these deficiencies, PZC decided to table the application, and advised the applicant to update the application and provide the entirety of the traffic impact study rather than just the two-page summary. The applicant updated the application materials and submitted the entire traffic impact study on August 18, 2026. This 378-page study was forwarded to the PZC and also made available to the public.

After review and discussion and having found the application to be consistent with Madison County Code 115-170, Commissioner Parkison made a motion to approve the application from RUT Construction, LLC for the Preliminary Plat of the Moody Creek Estates Subdivision as proposed in application materials received March 11, 2026. Commissioner Smith seconded and voting was unanimous. The motion passed.

Chief Child, Discuss invoice for well drilling:
Chief Child discussed the Thornton well-drilling invoice with the Commissioners and noted that earlier this year it was agreed that the cost would be split 50/50 between the engineers and Madison County.

Chief Child recognized the CERT program for its outstanding emergency response efforts in recent months. He specifically noted CERT's response during the recent storm, when volunteers handled more than 40 calls for sandbags throughout the city.

After review and discussion, Commissioner Parkinson made a motion to approve payment of $72,721.27, representing Madison County's agreed-upon one-half of the Thornton well-drilling invoice. Commissioner Smith seconded and voting was unanimous. The motion passed.

Cullin Sherman, Review and sign: Contract with Blackfoot Communications
After review and discussion, Commissioner Parkinson made a motion to approve the Contract with Blackfoot Communications for the Sheriff's Office. Commissioner Smith seconded and voting was unanimous. The motion passed.

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Travis Pyle, Great West Engineering regarding Transfer Station:
Travis reviewed the contracts on the agenda, explaining that one will assist with bringing operations back into compliance with the operations plan, while the second covers miscellaneous services, primarily addressing discharge into the ditch line and iron levels. He also discussed the need to replace deteriorated metalwork and beams.

Brian McKellar, Insurance Plan Update:
Brian asked the Commissioners to consider two adjustments to the insurance plan: one addressing adolescent weight-loss medications and the other concerning air and ground ambulance services.

After review and discussion, Commissioner Parkinson made a motion to approve adding Wegovy for adolescent weight loss to the insurance plan. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Smith made a motion to approve member limitations of $500 for air ambulance services and $250 for ground ambulance services, respectively. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

The Commissioners reviewed all the numerous contracts for the various providers from Brian. After review and discussion, Commissioner Parkinson made a motion to approve adding Wegovy for adolescent weight loss to the insurance plan. Commissioner Smith seconded and voting was unanimous. The motion passed.

Scott Miller, New Urban Renewal West Highway Plan, with the required Intergovernmental Agreement (IGA) and Transfer of Powers (TOP) ordinance.
Meghan Conrad, Corporate Attorney from Boise, participated online and reported that she made nominal changes to the plan, with no changes to the overall studies.

After review and discussion, Commissioner Parkinson made a motion to approve Ordinance #534, Adopting Findings of the Urban Renewal Board. Commissioner Smith seconded and voting was unanimous. The motion passed.

Executive Session: Commissioner Smith made a motion to go into Executive Session at 11:35 a.m. Idaho Code § 74-206(1)(b) employee matters. A roll call was taken as follows: Commissioner Smith-yes, Commissioner Parkinson-yes. The motion passed. Commissioner Smith returned to open session at 12:10 p.m. No decisions were made.

Commissioner Smith adjourned the meeting at 12:10 p.m.

Approved:
Todd Smith, Commissioner
Brent Mendenhall

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Dustin Parkinson, Commissioner
Attest:
Kim Muir, County Clerk