

# Franklin County Commissioners

## July 27, 2026 at 9:00 a.m.

Attendance: Commissioner Chair Robert Swainston, Commissioner Zan Bowles, Vic Pearson, County Attorney, and Clerk Camille Larsen. Commissioner Zach Stewart excused.

1. **Pledge of Allegiance.**
2. **Adopt Agenda.** Zan Bowles made the motion to adopt the agenda. Robert Swainston second. Vote was unanimous.
3. **Approval of Bills.** Zan Bowles made the motion to pay the bills. Robert Swainston second. Vote was unanimous.
4. **Approval of Minutes.** Zan Bowles made the motion to approve the July 13, 2026 Minutes. Robert Swainston second. Vote was unanimous.
5. **Review Courthouse Addition/Remodel and Other County Buildings.** Randy Henrie, Building Maintenance, updated the Commissioners. The foyers in the Courthouse will be polished and refinished next month. The storage addition to the Event Center is completed and a door will be cut and installed after the fair. The new livestock sheds are set up, the electricians will get them wired before the fair and the white livestock sheds will be torn down next week.
6. **Approve the Highway Standards and Roadway Development Procedures Amendments.** Robert Swainston stated a public hearing was held two weeks ago and there were no comments. Zan Bowles made the motion to approve the Highway Standards and Roadway Development Procedures Amendments. Robert Swainston second. Vote was unanimous.
7. **US Army Corp of Engineers Compliance Certification for Weston/Fairview Bridge.** Troy Moser, Director, explained the Army Corp is wanting to make sure the County is satisfied with what has been done at the Weston/Fairview bridge. Zan Bowles made the motion to accept the US Army Corp of Engineers Compliance Certification for Weston/Fairview Bridge. Robert Swainston second. Vote was unanimous.
8. **Franklin County Senior Center Renovation Project.** Zan Bowles reported the bid was \$10,000 more than what was originally awarded. There was a construction meeting and it was decided to not address the different levels of the flooring. The remodel is on schedule and anticipate finishing the remodel by September 20, 2026. The form needed to be signed prior to the next scheduled Commissioner meeting. Zan Bowles made the motion to ratify the signature on the Senior Center Renovation Project. Robert Swainston second. Vote was unanimous.
9. **Senior Center Remodel Update.** Zan Bowles discussed the trees that are encroaching on the Senior Center lot. The trees are located on the owners property next to the Senior Center. Zan Bowles will follow up with the owner to determine what can be done.
10. **Social Media Policy.** Robert Swainston asked the Clerk to prepare a two paragraph

policy for the County Social Media Policy. Vic Pearson, County Attorney, has reviewed and made recommendations. The policy will allow each department to create and manage their own social media account. Zan Bowles made the motion to accept the Social Media Policy. Robert Swainston second. Vote was unanimous.

11. **Idaho Department of Juvenile Correction - Juvenile Corrections Act and Cigarette/Tobacco Passthrough Funds Recipient Agreement.** Robert Swainston explained this is an annual agreement. Zan Bowles made the motion to accept the Idaho Department of Juvenile Correction - Juvenile Corrections Act and Cigarette/Tobacco Passthrough Funds Recipient Agreement. Robert Swainston second. Vote was unanimous.
12. **Quadient Addendum to Agreement.** Camille Larsen, Clerk, explained the United States Post Office will no longer provide tracking for Passport Application mailings. It is recommended to have Quadient provide tracking for Passport Application mailings. The Agreement was time sensitive and needed to be signed before the next Commissioner meeting. Zan Bowles made the motion to ratify the signature to track the passports with the Quadient Addendum Agreement. Robert Swainston second. Vote was unanimous.
13. **Fiscal Year 2027 Preliminary Budget Discussion.** Camille Larsen, Clerk, presented the preliminary budget. After reviewing the departments' requests, it was determined that the requests can be accommodated with keeping the County fiscally set. Commissioners reviewed and recommended to publish the budget for the hearing in August.
14. **Resolution 2026-07-27 Establishing the Employment Status and Benefits of Elected County Officials.** Camille Larsen, Clerk, explained that Samera contacted the office and requested a copy of the Resolution that was referred to in the Personnel Manual for the Stop Loss company. The resolution could not be found. Camille Larsen prepared a Resolution and Vic Pearson, County Attorney, reviewed. Zan Bowles made the motion to adopt Resolution 2026-07-27 Establishing the Employment Status and Benefits of Elected County Officials. Robert Swainston second. Vote was unanimous.
15. **Property Taxes.** Kyle Saxton did not attend.
16. **USDA Broadband Technical Assistance Grant Funding.** Michelle Leight did not attend.

Zan Bowles made the motion to adjourn the Commissioner meeting. Robert Swainston second. Vote was unanimous. The meeting adjourned at 9:24 a.m. Next meeting August 10, 2026.

---

Attest, Camille Larsen

---

Robert Swainston, Chair