

**APPROVED**

**COMMISSIONER MEETING OF September 24, 2018**

The Caribou County Commissioners met in regular session on September 24, 2018 at 9:00 a.m. Those in attendance, Commissioner Chairman Phil Christensen, Mark Mathews and Bryce Somsen Commissioners. Also in attendance were Caribou County Clerk Denise Horsley, Deputy Clerk Jessica Zander, Caribou County Prosecutor Doug Wood, Road and Bridge Supervisor Kim Spencer Leadman Brett Barfuss, Building Maintenance Blake Poulsen, Caribou County Sheriff Chief Deputy Matthew Galloway, Indigent Director Donna Ledbetter, IT/GIS Supervisor Jacob Farnes, Terri Stephens, Ted Booth, Shannon Schultz, Kerry Swensen, Debbie Swensen and JoAnna Ashley.

Commissioner Bryce Somsen left the meeting early.

The meeting opened with the pledge of allegiance and prayer.

**Kim Spencer/Brett Barfuss, Road and Bridge:**

- They have completed 2 ½ miles of new oil road from the reject material that was given to them by the State. They did 1 mile on Afton's Way. The rest was used on Gibson Road and Anderson Road to the Caribou Highlands Golf Course. This portion covered a little over a mile. They started on Substation Road and Welch Road today. They might get another mile of the reject material this week.
- The crusher needs 2-3 weeks of repairs done on it. They are still planning to do the bad parts of Cow Camp Road after the repairs are made.
- Kim would like to turn a 2-axle trailer into a 3-axle trailer. The port of entry cut down their weight by 500 gallons. He will also be putting new wheels and tires on the trailer, but he will be able to use the existing tires on a pup trailer that they have.

**Kerry & Debbie Swensen:**

- Kerry and Debbie presented their situation to Planning and Zoning about a month ago. Max Jenkins previously owned the property that Kerry and Debbie just purchased. Mr. Jenkins had a home on the property that burned down in 1985.
- They are planning on having a new foundation put in and also installing a new septic tank.
- They are asking the Commissioners for approval to rezone the property. They have been told by the building inspector that they cannot build on the property. Doug Wood said there shouldn't be a problem if the property has an established address and there has been a home on the property

previously. Planning and Zoning recommended that the Commissioners approve their rezoning request.

- Commissioner Mathews said he has no problem with them building on the property. Commissioner Christensen agreed.

**Blake Poulsen, Ted Booth & Shannon Schultz:**

- They have reviewed the rooftop stairway access.
- The new design would place the access door on the 3<sup>rd</sup> floor towards the north end of the building. It would have restricted access given to the individuals by Blake Poulsen. He would always know who is coming and going.
- The rooftop itself would have a much safer barrier than it currently has.
- Blake said they also need guidance from the Commissioners on how to proceed with the south end of the 2<sup>nd</sup> floor building remodel.
- Jacob asked that the servers not be moved from the 2<sup>nd</sup> floor to the basement. He said there is always a risk of flooding in the basement.
- Shannon explained that they could do some further measuring on the office equipment to see what equipment will fit in the offices.
- Commissioner Mathews motioned to proceed with the roof stairway access of the courthouse remodel presented by Booth Architecture. Commissioner Christensen seconded the motion. Motion carried.

**Matthew Galloway, Sheriff:**

- Chief Galloway explained that the Spillman server is coming up for a replacement. It takes up to a year to get it replaced.
- Chief Galloway originally thought that they could finance the new server over a few years, but it needs to be a shorter timeframe. He has reviewed the budget and he has \$14,000 available in the IT budget for the FY19 budget year. In the IT line item in the 5-1 budget, they have \$20,000 available and they have \$15,000 available from the vehicle trade in revenue. Galloway explained that getting the server replaced is a much higher priority than the other things they were looking at to use these funds for. Spillman is the most important operation in their office per Galloway.

- Jacob has met with Chief Galloway and went over his proposal and he feels that there should be a \$5,000 savings if the Commissioners agree to the terms presented by Chief Galloway.
- Commissioner Mathews motioned to update the Spillman server. The funds to cover the replacement will be taken out of the current budget year and FY19 as presented by Chief Galloway. Commissioner Christensen seconded the budget. Motion carried.

**Donna Ledbetter, Indigent:**

- Donna asked the Commissioners to sign a release of lien on Case # 2018-12. The applicant was issued a determination of denial and did not appeal during the allowed time to do so.
- Donna also asked the Commissioner to deny Case # 2018-15. She has determined that the applicant is not medically indigent.
- Commissioner Mathews motioned to deny Case # 2018-15 as the applicant is not medically indigent. Commissioner Christensen seconded the motion. Motion carried.

**Denise Horsley, Historical Society:**

- They had a meeting on the 19<sup>th</sup> and discussed the debris that has been left from the Odd Fellows Hall being demolished.
- The Historical Society is wanting to sell the lot that the Odd Fellows Hall sat on, but the debris needs to be removed.
- They asked if the Commissioners would be willing to accept the debris at the landfill at no charge. Both Commissioners in attendance said they have no problem with the landfill taking the debris at no charge.
- Denise also explained that the Historical Society has been offered the Stoor's Grocery building on Hooper Avenue. The owner is willing to donate the building to them. They want to have a museum in Caribou County. They have also been approached about purchasing the Soda Springs Teen Center building.
- They are seriously looking at the Stoor's Grocery building on Hooper, but the building is in desperate need of a professional cleaning crew. The cost to have a crew come in is approximately \$8000. The Historical Society wanted to see if the Commissioners would be willing to make a donation to go towards this cost.
- Commissioner Mathews asked Denise to talk to Eric Hobson about applying for some grant funding before they make a decision on a donation.

**Jacob Farnes, Extension Office:**

- Jacob has received two requests from commercial companies for data on streets and roads. These companies would profit from the information that he provides. The companies are similar to Magellan and Garmin that would sell the information to consumers. He is wondering if he should charge companies for this information.
- Commissioner Mathews suggested that Jacob put together a fee schedule and have the Commissioners review it.
- Jacob received an estimate for an upgraded laptop for the Extension Office. It came in higher than he had anticipated. He needs to get approval to proceed with the purchase for \$1975 rather than the proposed \$1200. The cost was higher due to the laptop being more durable. It also has an extra dock. Commissioner Mathews motioned to increase the cost from \$1200 to \$1975 for the Extension Office to purchase a new laptop. Commissioner Christensen seconded the motion. Motion carried.
- Jacob also requested \$2000 from Aaron's reappraisal budget to upgrade one computer for GIS. Aaron has capital outlay available and Aaron authorized Jacob to use it for this upgrade.
- Commissioner Mathews motioned the approval to upgrade a GIS computer for a cost not to exceed \$2,000. Commissioner Christensen seconded the motion. Motion carried.

**JoAnna Ashley:**

- JoAnna currently serves as the Planning and Zoning secretary for the City of Soda Springs.
- Denise has approached her about serving as the Planning and Zoning secretary for Caribou County. The current secretary has resigned.
- JoAnna is willing to serve in this position on a temporary basis. She will also work on codifying our current ordinances.
- JoAnna recommends that a moratorium be setup soon while she is in the process of getting us up to date.
- Denise said we could pay her an hourly wage to serve as the temporary secretary and also compensate her for all the time she spends codifying our current ordinances. Denise pointed out that the hours need to be under 20 hours per week so there are no issues with PERSI eligibility.

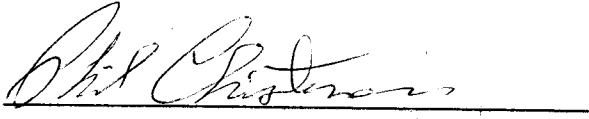
- Commissioner Mathews motioned to appoint JoAnna Ashley as the interim Planning and Zoning Administrator for \$20.00 per hour. This is a short-term position, six months or less. Commissioner Christensen seconded the motion. Motion carried.

**Other:**

- Commissioner Mathews moved to pay the claims and remittances in the amount of \$569,440.09 and payroll claims in the amount of \$316,845.24 and to approve the minutes of September 10, 2018, as presented. Commissioner Somsen seconded the motion. Motion carried.
- Commissioner Mathews motioned to go into executive session at 10:56 A.M. pursuant to I.C. 74-206(b). Commissioner Christensen seconded the motion. Motion carried. Commissioner Mathews motioned to convene to regular session at 11:16 A.M. Commissioner Christensen seconded the motion. Motion carried.
- Commissioner Mathews moved to designate the polling places for the November 6, 2018 General Election. Soda Springs Precincts #1-4 Hooper Commercial Plaza, Grace #1-2 Precincts, Gem Valley Performing Arts Center, Bancroft Precinct Lions Club Building, Absentee Precinct Caribou County Courthouse, and Wayan and Freedom mail out precincts. Commissioner Christensen seconded the motion. Motion carried.
- Commissioner Mathews moved to give \$5,000 to the Grace Legion Post #50 for repairs on the American Legion Building in Grace. Commissioner Christensen seconded the motion. Motion carried.
- Commissioner Mathews motioned to add the Caribou County Fair Board to the agenda. Commissioner Christensen seconded the motion. Motion carried. Commissioner Mathews motioned to appoint Liberti Van Gass as a member of the Caribou County Fair Board. Commissioner Christensen seconded the motion. Motion carried.
- Commissioner Mathews motioned to enter into the sub-recipient agreement with Idaho Office of Emergency Management. Commissioner Mathews also motioned to accept the grant from Department of Homeland Security in the amount of \$21,693.84 to purchase equipment and also accept the grant in the amount of \$22,298.00 from Department of Homeland Security for emergency management salaries and training. Commissioner Christensen seconded the motion. Motion carried.
- Commissioner Mathews motioned to renew our insurance policy thru ICRMP for FY2019 and decline terrorism insurance. Commissioner Christensen seconded the motion. Motion carried.

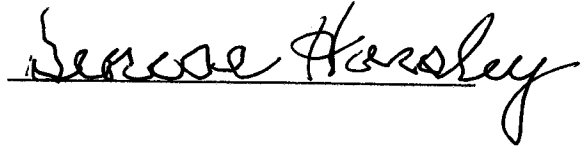
- The meeting adjourned at 12:00 p.m. The Caribou County Board of Commissioners will meet October 9, 2018 at 9:00 a.m. for regular meeting.

Signed: Phil Christensen, Commissioner Chairman



Phil Christensen

Attested: Denise Horsley



Denise Horsley

**Approved Payment of Bills**

	<b>24-Sep-18</b>	<b>Payroll</b>
Current Expense	\$ 8,070.59	
Indigent	\$ 4,870.08	
Road & Bridge	\$ 41,878.52	
Special Highway		
Justice	\$ 107,607.11	
Consolidated Election		
Weed Control	\$ 35,070.23	
Solid Waste	\$ 46,056.09	
Reappraisal	\$ 14,815.18	
Health	\$ 789.79	
Hospital M&O		
Ambulance	\$ 1,582.77	
Parks & Recreation	\$ 16,419.92	
Tort	\$ 1,000.00	
County Fair		
County Court Facility		
District Court	\$ 1,633.42	
Court Services	\$ 352.00	
Juvenile Justice	\$ 517.13	
Veteran's Memorial		
Mineral Leasing	\$ 14,218.43	
PILT	\$ 257.56	
City of Soda Springs		
City of Bancroft	\$ 176.08	
City of Grace	\$ 307.73	
Bancroft Cemetery	\$ 5.49	
Central Cemetery		
Fairview Cemetery	\$ 72.27	
Freedom Cemetery	\$ 1.82	
Grace Cemetery	\$ 58.38	
Lago Cemetery		
Lava Cemetery		
Lund Cemetery		
Thatcher Cemetery	\$ 1.65	
Turner Cemetery	\$ 23.21	
Idaho State Treasurer	\$ 30.00	
School District #148	\$ 1,021.45	
School District #149	\$ 213.49	
School District #150	\$ 1,384.20	
School District #21		
Grace Free Library	\$ 125.04	
Waterways		
Tax Deed Excess Funds	\$ 27,095.26	
Farmers Land & Irrigation LID	\$ 205,116.34	
City of Soda Springs Tax Dist	\$ 4,395.23	
Bailey Creek Fire District		
Freedom Fire District	\$ 4.81	
TV Translator	\$ 271.59	
Caribou Couny Solid Waste	\$ 1,197.27	
Auditor's Trust	\$ 160.00	
Adult Probation Fee	\$ 88.00	
Diversion Education Trust		
Juvenile Housing Trust		
Water District		
Court Trust		
Soft Cost & Video Arraignment		
College Trust		
Treasurer's Trust		
ID Trust		
Concealed Weapon's Trust		
Motor Vehicle Trust	\$ 32,191.96	
911 Trust	\$ 360.00	
Public Safety Trust		
Weed Control Trust		
Drug Court Trust		
Youth Court Trust		
Vessel Account		
<b>Grand Total</b>	<b>\$ 569,440.09</b>	<b>\$ 316,845.24</b>

**CARIBOU COUNTY COMMISSIONER'S AGENDA**

**Date: 9/24/2018**

<b>Time</b>	<b>Name of Person/Party</b>	<b>Concerning</b>
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge
9:30 AM	Debbie & Kerry Swensen	Questions on a building site
9:45 AM	Blake Poulsen, Ted Booth & Shannon Schultz	Building Remodel
10:00 AM	Matthew Galloway	Sheriff
10:15 AM	Donna Ledbetter	Indigent - Action Item
10:30 AM		
10:45 AM	Caribou Historical Society	LF Fees & Other Business
11:00 AM		
11:15 AM	Jacob Farnes	GIS / IT - Action Item
11:30 AM	JoAnna Ashley	P&Z Information - Action Item
11:45 AM		
NOON	Lunch	
1:00 PM	IAC Training	
1:15 PM		
1:30 PM		
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4:45 PM		
5:00 PM		

**OTHER BUSINESS: Executive Session I.C. 74-205**

**Designate polling places for November 6th election - Action Item**

**Grace Legion Post #50 - \$5000 Repair on Legion Building**

**Sign grant paperwork for EMS**

The board of commissioners may go into executive session pursuant to Maine Code. Anyone needing special assistance to attend the above noticed meeting should contact the Clerk's Office at (208)547-4324.