

**COMMISSIONER MEETING OF September 13, 2021**

The Caribou County Commissioners met in regular session on September 13, 2021 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner  
Bryce Somsen, Commissioner  
Marty McCullough, Commissioner  
Jill Stoor, Deputy Clerk  
Kim Spencer, Road & Bridge  
Brett Barfuss, Road & Bridge  
Eric Hobson, Public Safety  
Kim Holsten, Indigent Clerk

JoAnna Ashley, Planning & Zoning  
Blake Poulsen, Building Maintenance  
Todd Torgesen  
Kathy Jo Torgesen  
Meloney Rasmussen  
Ken Rasmussen  
Ryan Rasmussen

The meeting opened with Jill Stoor giving the pledge of allegiance and prayer.

**Kim Spencer, Road and Bridge:**

- Commissioners signed the road project agreement between the National Forest Service and Caribou County.
- Kim has ordered 6500-ton black chips from Nucor. They will be price at \$85.00 per ton; that price is up approximately 20-cents from last year.
- Kim has been working with the Forest Service on a project on the back side of Trail Canyon. He has been given permission to take 10-feet off the dirt bank off on the south side right at the top. There was an accident at that spot last summer and several near misses since then because the road is so narrow. They will begin work the week after next and be able to take that dirt for fill on the Blackfoot River Road.
- They put their name on a loader, but will not see it until possibly March or April of next year. They discussed purchasing two side-dumps instead of a skid-steer loader. Kim will look at pricing before a final decision is made.

**Blake Poulsen, Building Maintenance:**

- Blake inquired if the commissioners had any information on the remodel. Commissioner Somsen approached Cheryl Rasmussen recently and has not had a response yet. They informed Blake that the Health Department had previously presented a design. They encouraged Blake to contact the Health Department and find what information they have from their previous request.

- Blake informed the commissioners that the City of Soda Springs did pass their fee schedule change. Discussion was held on the amount of fees collected in the past 3 years and whether it will be feasible for Blake to continue covering their inspections with the newly implemented flat rate fee.

**Kim Holsten, Indigent Clerk:**

- Indigent application 2021-7 was presented to the commissioners with a recommendation to deny. The applicant did not appear for the scheduled interview or return paperwork for a withdrawal of the application.
- Commissioner Somsen motioned to deny county assistance application #2021-7 because the applicant did not cooperate in appearing for an interview or provide information as required in I.C. 31-35-05a. Commissioner McCullough seconded the motion. Motion passed.

**Eric Hobson, Public Safety:**

- Commissioners signed the EMPG contract with the state that provides the funding through Homeland Security for Eric and Linda's salaries. Because of production rates and turnaround, the 2019 grant has been increased approximately \$20,000. The commissioners signed the updated agreement.
- Eric has been working with the TV Translator board and has agreed to move into the old side of the building on Soda Point. It will take approximately \$4000 to order the power supplies and cabinets needed to make the move and get the repeater functioning. Eric is working with Jacob to get the work completed before winter.
- He reports that the county is reported as having 14 Coronavirus cases currently. Numbers are up from last spring; however not a significant rise. The biggest concern is the number of available ICU beds. He will continue to monitor, attend meetings with the Health Department and report any significant changes.
- Discussion was held regarding a remodel at the EMS building. The Coronavirus Fiscal Recovery funds should be received by the county soon and the commissioners would like to explore using those funds for the remodel. Volunteer bonuses were also discussed using those funds and would like Eric to come up with a scale on how to award those.

**Denise Horsley, Clerk – Executive Session:**

- Commissioner Somsen motioned to convene an executive session at 10:02 a.m. pursuant to I.C. 74-206(b). Commissioner McCullough seconded the motion. Motion passed.
- Commissioner Somsen suggested ending the executive session at 10:29 a.m.

**Todd & Kathy Jo Torgesen:**

- JoAnna spoke to give background for Todd & Kathy Jo Torgesen on their interest in a variance for Scenic Vista Drive. They received the county road standards early in 2021 and have begun to construct their private drive and have not been able to meet those standards, specifically the grade limitation. JoAnna provided a letter from a neighbor and has received several phone calls concerning the road. The building permit is currently on hold until they are able to meet the standard or a variance is granted.
- Kathy spoke to the complaint in the letter concerning erosion. The first rain event did cause some erosion along with some of the other neighbors. They have installed drainage ditches at the top and that has rectified the situation. Todd stated that they are in construction phase and the final road will be chipped, sealed and landscaped, but until the cement trucks and well-drillers have completed their work, it will still be a gravel surface. Smith construction has worked to dig back the hill and bring the grade down as much as possible; the grade has been significantly brought down from the initial construction. As requested by the commissioners, Kim Spencer checked the grade and estimated it at 12-percent today. The Torgesens stated that they feel they have done their best to fix the grade and have contacted an engineer from Pocatello to have the road engineer certified.
- Commissioners requested that they submit a certified engineer plan that outlines the grade, storm water drainage, landscaping, and finished drawings. They would be willing to grant the variance with approved plans from the engineer. The occupancy permit would be withheld until the road is completed as agreed per with the variance.

**JoAnna Ashley, Planning & Zoning:**

- KMR Construction appeared to have the commissioner review their final plat for the Highline View Subdivision. They would like to give the county a surety bond of 110-percent in order to begin working soon on the subdivision. They have several people wanting to begin homes before winter and would like to begin working on those homes.
- Planning and Zoning found several matters that needed to be addressed. They wanted the acreage added to the plat, the zone listed as high-density residential, and the final health



department disclaimer. All concerns have been addressed on the new plat. There were several clarifications that needed addressing in the CC&R (Covenants, Conditions, and Restrictions). Those correction are already completed and will be recorded with the county today.

- Kim Spencer has previously given them a copy of the road standards. Rasmussens wanted to clarify what is required in order for the commissioners to adopt the road as a county-maintained road. It was agreed that they must have 4 residences occupied and the road standards met in order to adopt the roadway. The county will plow into the subdivision, but the residents will be responsible to clean up the snow since it is a Cul-de-sac design.
- The final plat will be presented to the commissioners at the September 27<sup>th</sup> meeting.

**Other:**

- Commissioner Somsen moved to pay the claims for FY 2021 in the amount of \$661,895.60 and payroll claims in the amount of \$498,979.29 and to approve the minutes of August 23, 2021 as presented. Commissioner McCullough seconded the motion. Motion carried.
- Commissioner Mathews signed the Hart Intercivic contract for a 1-year extended warranty for the Verity Touch Writers for the Clerk / Election Department.
- Commissioner Mathews signed the agreement with the National Park Service authorizing the Oregon-California Trails Association to erect signs on roads in the county; specifically in the area of Lanes Grave in northern Caribou County.
- The meeting adjourned at 11:21 a.m. The Caribou County Board of Commissioners will meet again on September 27, 2021 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chairman

Attested: Jill Stoor, Deputy Clerk



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# CARIBOU COUNTY COMMISSIONER'S AGENDA

Date: 9/27/2021

ACTION ITEMS / BUSINESS

Time	Name of Person/Party	Concerning
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge
9:30 AM	Jacob Farnes	IT / GIS
9:45 AM	J. Adam Mabey	Sheriff
10:00 AM	Public Hearing - JoAnna Ashley	Fee Schedule Resolution / Zone Change Ordinance 2021-2
10:15 AM	JoAnna Ashley - Planning & Zoning	KMR Construction
10:30 AM		Signing Final Plat for Highline View Subdivision
10:45 AM	City of Grace / Teton Security	Security System
11:00 AM		
11:15 AM	Jayson Lower	IDAWY
11:30 AM	JoAnna Ashley - Planning & Zoning	Comprehensive Plan "Community Advisory Committee" Selection
11:45 AM	Ally Schwulst (by phone)	Executive Session I.C. 74-206(b)
Noon	IAC CONFERENCE	
1:00 PM		
1:15 PM		
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5:00 PM		

OTHER BUSINESS: Executive Session I.C. 74-206

BOE

approve Certificate of Residency Forms

approve 2022 Liquor Licenses

approve L-1 Levy Rates

Anyone needing special assistance to attend the above noticed meeting should contact the Clerk's Office at (208)547-4324.

**Approved Payment of Bills**

<b>SEPT. 27, 2021</b>	<b>Claims</b>	<b>Payroll</b>
Current Expense	\$ 13,386.53	
Indigent	\$ 12,518.78	
Road & Bridge	\$ 40,493.35	
Special Highway		
Justice	\$ 10,618.41	
Weed Control	\$ 3,151.34	
Solid Waste		
Reappraisal	\$ 12,205.82	
Health	\$ 1,033.12	
Hospital M&O		
Ambulance	\$ 1,227.96	
Parks & Recreation	\$ 16.36	
Tort		
County Fair		
County Court Facility		
District Court	\$ 1,171.80	
Court Services		
Juvenile Justice	\$ 851.07	
Veteran's Memorial		
Mineral Leasing	\$ 62,413.00	
PILT	\$ 730.53	
Water District		
Consolidated Election		
Landfill		
Bailey Creek Fire District		
Freedom Fire District		
Auditor's Trust	\$ 160.00	
Adult Probation Fee		
Tax Deed Excess Funds		
Juvenile Housing Trust		
Range Improvement Trust		
Court Trust		
Odyssey Court Payments		
College Trust		
Treasurer's Trust	\$ 179.03	
ID Trust		
Concealed Weapon's Trust Fund		
Motor Vehicle Trust		
911 Trust		
Public Safety Fund	\$ 8,287.20	
Sheriff's Vessel Fund		
Drug Court Trust		
Youth Court Trust		
Vessel Account		
Remittances	\$ 25,295.58	
<b>Grand Total</b>	<b>\$ 193,739.88</b>	<b>\$ 181,749.57</b>