

**CARIBOU COUNTY
COMMISSIONER MEETING OF January 24 2022**

The Caribou County Commissioners met in regular session on January 24, 2022 at 9:00 a.m. Those in attendance were:

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

JoAnna Ashley, Planning & Zoning
J. Adam Mabey, Sheriff
Cameron G. Newell
Ally Schwulst, GIS
Jacob Farnes, IT/GIS
Becky Jorgensen
T. Blair Rindlisbaker
Robert Dillon (by phone)

The meeting opened with Commissioner McCullough giving the pledge of allegiance and prayer.

Kim Spencer, Road and Bridge:

- The Cat D7H dozers need new pads and Kim has received bids for those repairs. Utah Track has some in stock in Florida and they will be approximately \$7000 including the pads and bolts. Western States was unable to provide a quote. Commissioners approved the repairs.
- They have decided to convert the current service truck to a patch truck and purchase a new service truck. Kim has located a Ford F350 through John Adams Ford at a government rate of approximately \$41,800. It is 4-wheel drive, 4 doors, with dual rear tires.

Commissioner Somsen motioned to approve the purchase of a 2022 Super Duty F350 at a cost of \$41,800 plus title and processing fees. Commissioner McCullough seconded the motion. Motion passed.

- Kim has also received bids for a new 262 Skid Steer. The bid came in at \$60,147.11 and our current skid steer is valued at approximately \$21,000 to \$23,000. Rather than use it as a trade in, the commissioners will transfer that unit to the weed department and make the budget adjustments internally.

Commissioner Somsen motioned to approve the purchase of a Cat 262 D3 Skid Steer for the Road and Bridge Department at a cost of \$61,715.56 and transfer the existing skid steer to

the Weed Control Department. Commissioner McCullough seconded the motion. Motion passed unanimously.

- Discussion was held on a request for the county to install delineators on some of the county roads where blowing snow causes an issue with visibility. Kim stated the cost would be approximately \$10 per post before adding man hours to install. The shoulders are typically only 2 to 3 feet and they would have to be installed nearly 8-feet from the edge of the road because of the snow removal equipment. Because of those issues, it has not been considered in the past.

J. Adam Mabey, Sheriff:

- Sheriff informed the commissioners that they had to close the jail facility last week because of COVID. They have had dispatchers, patrol, and medical staff unable to work. Closing the facility means that it is only open to taking in those with violent misdemeanors offenses and felonies. Visitation has been done through video and they have been able to keep the driver's license division open. They have reopened and will watch closely to determine their status.
- Sheriff Maybe thanked Commissioner McCullough for sitting in on the promotion board to select a new jail sergeant and that decision will be made in the next few days. They are still down on patrol deputy and will fill that position near the end of the month.
- He had a preliminary meeting with the hospital to negotiate a new contract for medical care. He will keep the commissioners informed about the new pricing and negotiation.
- Sheriff informed the board of a potential budget problem in the upcoming year. Due to a supreme court ruling, the judges now fill out extradition paperwork instead of the sheriffs dealing with it. The fear is that they are obligated to pick up those with a warrant nationwide and our budget line item is not large enough to cover the potential expense. Our budget line item is almost already expended for the current year. Sheriff will work with the county prosecutor and the court to keep it within a reasonable extradition limit. Doug Wood stated that they are also exploring the possibility of restitution on those cases to cover the expenses and will need to work with the judges to come up with other solutions.
- They have received bids on the 911 system upgrade and will decide soon on which system will be used.
- The old extrication unit has been transferred to the Sheriff's Department and will be used for the high angle rescue equipment of the Search and Rescue Team.

- Sheriff has been working with the Grace School District to upgrade furniture including cabinets for the dive team and search and rescue teams. They are having inmates help facilitate cleaning out the school in exchange for the furniture and storage.
- Sheriff requested a signature on the operating agreement plan with the USDA Forest Service.

Commissioner McCullough motioned to enter into the operating agreement with the USDA Forest Service. Commissioner Somsen seconded the motion. Motion approved.

Ally Schwulst, GIS:

- **Commissioner Somsen motioned to convene a public hearing pursuant to Idaho Code 40-202 to hear public comment on adopting the county maintenance map. Commissioner McCullough seconded the motion. Motion passed and the hearing convened at 9:47 a.m.**
- Ally Schwulst presented the County Maintenance Map that she prepared. She reviewed roads and highlighted land use, and coloring on the map.
- No public comment was received.
- **Commissioner Somsen motioned to adopt the County Maintenance Map as presented. Commissioner McCullough seconded the motion. Motion passed unanimously and the map was signed by the board.**
- **Commissioner Somsen motioned to end the public hearing at 9:54 a.m. Commissioner McCullough seconded the motion. Motion passed.**

Jacob Farnes, IT:

- Jacob received the quote back on the email server and it was less than anticipated. SHI is our current volume licensor for our Microsoft products. He is asking that we buy 3 upgraded copies of the exchange to cover all employees and have the ability to work on one without disabling employees while he works on the system. Jacob presented an assessment summary from CISA Cyber-infrastructure that shows the exchange we currently have as a critical vulnerability.

Commissioner Somsen motioned to approve the purchase of 2 exchange servers and 2 client access licenses as presented from SHI in the amount of \$8,442. Commissioner McCullough seconded the motion. Motion approved.

- Jacob presented the commissioners with a bid from Valley Office Systems on a new Cannon TM-200 24-inch plotter. It is a 60-month lease at a cost of \$79 per month. They have been having

issues with the current printer working on the network and have been able to work around it using WIFI. He would recommend replacing it at a future date.

- MCCI presented Jacob with a quote to add auditing software to our current package at a cost of \$2309.50. He feels that additional users and a web portal are a higher priority.

Planning & Zoning:

- Commissioner McCullough administered the oath of office to Becky Jorgensen and T. Blair Rindlisbaker as new members of the Caribou County Planning and Zoning Board.

Robert Dillon, Enterprise Fleet Management (by phone):

Robert Dillon presented a brief proposal on using his company's fleet management program. After discussion on other local entities working with him and explaining their basic program, Robert asked for listing of county vehicles and contact information for department heads. He will gather information and make an appointment to make a more formal presentation during the second commissioner meeting in February.

Eric Hobson, Public Safety:

- Eric led a discussion on the fire station east of town that we share with the Bureau of Land Management. The BLM originally partnered with the county to construct the building and ownership has since been turned over to the county. They use only one vehicle bay and house a crew of 5. Eric noted the benefit to the county of having such a quick response from the BLM when wildland fires occur. He brought a lease for the board to approve and sign which basically extends the agreement for another 20 years.

Commissioner McCullough motioned to renew and extend the lease with the Bureau of Land Management for an additional 20 years at the fire station. Commissioner Somsen seconded the motion. Motion passed and Chairman Mathews signed the lease.

- The state has previously provided rapid COVID-19 test to the county and our supply is depleted. They will no longer be providing the tests, and Eric requested that the county purchase the kits for employee testing. People have the ability to purchase at home kits, but the estimated delivery time is now at 9 months. Commissioners agreed to have Eric purchase and keep kits available for employee use.
- Caribou is now listed at a high-risk level for the virus along with Bannock and Bingham Counties. Commissioner discussed making the public aware and will post information for the public on the

website. With the increased number of cases, they encourage the public to do all they can to keep themselves and others around them healthy and safe.

Denise Horsley, Clerk:

- **Commissioner Somsen motioned to convene an executive session pursuant to I.C 74-206(a) at 11:24 a.m. Commissioner McCullough seconded the motion. Motion passed.**
- **Commissioner Mathews suggested ending the session and regular session re-convened at 11:32 a.m. No decision were made.**

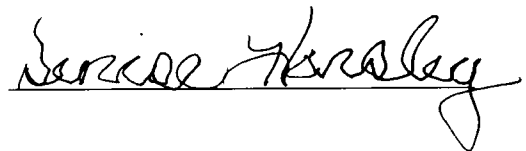
Other:

- Commissioner Somsen moved to pay the claims, and remittances for FY 2022 in the amount of \$137,818.91 and payroll claims in the amount of \$174,650.27 and to approve the minutes of January 10, 2022 as presented. Commissioner McCullough seconded the motion. Motion carried.
- Denise informed the commissioners of problems accessing recorded documents. Some of the mortgage books and all of the deed books have been previously sent to the Idaho Archives under previous administration. She contacted them to inquire about bring the books back to the county; she was informed that once they are sent to Boise, they are considered historical documents and cannot be returned to the county. We can process a public records request and potentially have them scanned again. We do have a budget line item in the budget to cover the process. Denise will work with Jacob and get updates and what work can be done to remedy the problem as well as make contact at the upcoming conference with the company that previously scanned documents for the county.
- The meeting adjourned at 11:32 p.m. The Caribou County Board of Commissioners will meet again on February 14, 2022 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chairman



Attested: Denise Horsley, Clerk



Approved Payment of Bills

JANUARY 10/24/2022	Claims	Payroll
Current Expense	\$ 16,282.88	
Indigent	\$ 2,372.13	
Road & Bridge	\$ 48,537.66	
Special Highway		
Justice	\$ 32,517.01	
Weed Control	\$ 1,158.50	
Solid Waste		
Reappraisal	\$ 33.48	
Health	\$ 17,183.42	
Hospital M&O		
Ambulance	\$ 3,005.19	
Parks & Recreation	\$ 187.64	
Tort		
County Fair		
County Court Facility		
District Court	\$ 2,880.38	
Court Services		
Juvenile Justice	\$ 209.56	
Veteran's Memorial		
Mineral Leasing		
PILT	\$ 470.34	
Public Safety Fund	\$ 286.01	
Odyssey Court Payments	\$ 5,591.74	
Water District		
TV Translator		
Landfill		
Bailey Creek Fire District		
Freedom Fire District		
Auditor's Trust		
Adult Probation Fee		
Diversion Education Trust		
Juvenile Housing Trust		
Range Improvement Trust		
Court Trust		
Centennial Trust		
College Trust	\$ 5,200.00	
Treasurer's Trust		
ID Trust		
Concealed Weapon's Trust		
Motor Vehicle Trust		
911 Trust Fund	\$ 1,902.97	
Public Safety Trust		
Historical Society Trust		
Drug Court Trust		
Youth Court Trust		
Vessel Account		
Remittances		
Grand Total	\$ 137,818.91	\$ 174,650.27

CARIBOU COUNTY COMMISSIONER'S AGENDA**Date: 1/24/2022**

ACTION ITEMS / BUSINESS

Time	Name of Person/Party	Concerning
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge
9:30 AM	Sheriff Mabey	Sheriff
9:45 AM	Ally Schwulst / GIS	Public Hearing : County Road Maintenance Map
10:00 AM	Jacob Farnes	IT / GIS
10:15 AM	Planning & Zoning	Swearing in of New Members
10:30 AM	Robert Dillon	Enterprise Fleet Management
10:45 AM	Eric Hobson	BLM Lease, COVID Testing
11:00 AM	Caribou County Senior Citizens	quarterly report
11:15 AM	Denise Horsley	74-206(a)
11:30 AM	Jail Inspection	
11:45 AM		
Noon	LUNCH BREAK	
1:00 PM		
1:15 PM		
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5:00 PM		

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

BOE

Scan Deed Book (Idaho State Archives)

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