

COMMISSIONER MEETING OF December 12, 2022

The Caribou County Commissioners met in regular session on December 12, 2022 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner
Bryce Somsen, Commissioner
Marty McCullough, Commissioner
Denise Horsley, Clerk
Jill Stoor, Deputy Clerk
Kim Spencer, Road & Bridge
Jacob Farnes, IT
Aaron Cook, Assessor
Kevin Franck

Russ Roper, Sheriff's Office
Nellie Askew, Planning & Zoning
Adam Cromwell
Eric Hobson, Public Safety
Larry Weaver, CCEMS
Rowdy Larkins, Building
Laurie Thomas
Robyn Thomas

The meeting opened with Doug Wood leading the pledge of allegiance and prayer.

Kim Spencer, Road & Bridge Dept.:

- Crews will start chip hauling tomorrow from Nucor Steel.
- There will be some bills coming in from Fleet Pride; they will be re-doing suspension on the trailers.
- They have an issue with tree needing to be trimmed from the roads. They currently trim with a man in a bucket, and Kim would like to look at purchasing a man lift or bucket truck. Commissioner Mathews suggested looking at a telehandler with a man bucket on it. Kim will look at that possibility and return to the board with options and pricing.
- Kim inquired on the timing for the flag pole installation.

Eric Hobson / Larry Weaver. Public Safety / Ambulance:

- Eric informed the board that we have been approved for the state grant to purchase a new ambulance. The grant amount for this year is \$192,306.81. He will use the grant to go toward replacing the Grace backup ambulance. He is collecting bids and is looking right now at approximately 50 to 60 thousand in matching money to make the purchase. Funds were budgeted in the current fiscal year in anticipation of the purchase. He is currently looking at vendor option.
- They are beginning a maintenance cycle on the fire trucks. The tanker has an issue and is leaning to the right and the brush trucks are needing work on the steering. He just wanted to inform the

board that maintenance bills will be coming in. The board suggested getting the trucks in now; parts availability is an issue.

Nellie Askew, Planning and Zoning:

- Nellie presented a draft of the proposed new code for short-term rentals. She has been researching neighboring counties and Idaho Code. She stated that Idaho has a statute that says they must be treating the same as residences. They can regulate smoke detectors, carbon monoxide detectors, bedroom size, and safety issues. Other allowable restrictions can include noise, fires, trash, and occupancy limits. The annual permitting process was also determined. After discussion, the board said to go ahead with publishing in the newspaper and holding the necessary public hearings.

Adam Cromwell:

- Adam Cromwell appeared to speak with the board on a property tax issue. He stated that he has been a member of the community for 14 years as the property owner of a low-income housing unit. He owns the Fountain Terrace apartment complex which fills a need for Senior and low-income housing units. He participates in the HPA (housing property assistance) Program that is administered on a federal level from HUD. He was shocked when he saw the tax change jump from \$9750.78 last year to \$21,532.00 this year. He is budget based and budgeted his taxes based on the last 14-year history. Adam stated that he did not receive his assessment notice this year or he would have come earlier to address the board. He stated that because he is part of the contract with HPA, he is unable to raise the rental rates.

It was explained that the Board of Equalization deadlines have passed to argue values and if they were to cancel his taxes, they would need to do the same for other business owners. They explained that there is a process available to look at an income approach when the property is being re-evaluated. They advised Mr. Cromwell to work with the county assessor to help for the upcoming year however, they are not able to lower that value in this current year due to current Idaho laws.

Nellie Askew, Planning & Zoning / Public Hearing:

- **Commissioner Somsen motioned to convene a public hearing at 10:24 a.m. to hear the Conditional Use Permit application of Phillip and Diane Bartschi for a short-term rental. Commissioner McCullough seconded the motion. Motion passed.**
- Nellie gave an overview of the CUP application; the existing home is located at 3761 Lanes Creek Cutoff Rd. The home will be used as a short-term rental for up to 6 occupants at a time. All

comments at the planning and zoning meeting were in support of the permit. The property is in the Agricultural Zone and meets all requirements for the conditional use permit. The Planning and Zoning Board recommended approval.

No public comment was heard today.

- **Commissioner Somsen motioned to approve the Conditional Use Permit for Phillip and Diane Bartschi for a short-term rental because the application was in compliance with the Comprehensive Plan. Commissioner McCullough seconded the motion. Motion passed unanimously.**
- **Commissioner Somsen moved to close the public hearing at 10:27 a.m. Commissioner McCullough seconded the motion. Motion passed and the hearing was concluded.**

Nellie Askew, Planning & Zoning / Public Hearing:

- **Commissioner Somsen motioned to convene a public hearing at 10:28 a.m. to hear the Conditional Use Permit application of RNR Enterprises, LLC for a short-term rental. Commissioner McCullough seconded the motion. Motion passed.**
- RNR Enterprises is applying for a Conditional Use Permit to use their mother's home at 1156 Harwood Rd. as a short-term rental unit. No public comment was received at the Planning and Zoning meeting. The property is located in the Agricultural Zone and was found to meet all requirements for a conditional use permit and the board recommended approval.

No public comment was heard.

- **Commissioner Somsen motioned to approve the Conditional Use Permit of RNR Enterprises, LLC for a short-term rental because they are in compliance for the standards of approval. Commissioner McCullough seconded the motion. Motion passed unanimously.**
- **Commissioner Somsen motioned to come out of the public hearing at 10:30 a.m. Commissioner McCullough seconded the motion. Motion passed and the hearing was concluded.**

Robyn Thomas, Laurie Thomas:

- In 2019 the board approved funds to Robyn and Laurie Thomas to complete the Caribou County Centennial Book. After completion and the first year of sales, they made a payment to cover half of the expense. It was proposed that the remaining balance be offset because of work done to scan archives for the Caribou Historical Society. They received over 36 boxes including Norman and Janet Tolman's 70-year collection of county records. They received over 11,086 files and 176 cassettes with interviews.

After 2 years of work, they have completed the work and the finished product is a word searchable PDF that will be made available to the public. Robyn gave a demonstration of searching the files using a last name. The records can be accessed through the Caribou Historical Society and may possibly be added to the county website. The board thanked them for the efforts and hours of hard work on the project.

Commissioner Somsen made a motion to conclude the contract with Robyn and Laurie Thomas for the Centennial Book. Commissioner McCullough seconded the motion. Motion passed.

Road & Bridge Interviews:

- **Commissioner Somsen motioned to convene and executive session at 11:09 a.m. pursuant to I.C. 74-206(a) to consider hiring for a position in the Road and Bridge Department.**

Commissioner Somsen suggested ending the executive session at 12:02 p.m.

Commissioner Somsen motioned to hire Sid Davis to fill the position at the Road and Bridge Department. Commissioner McCullough seconded the motion. Motion passed.

County Public Hearing:

- **Commissioner Somsen motioned to convene a public hearing at 1:04 p.m. to consider Resolution 2022-12 to open the FY2022 budget for unanticipated revenues. Commissioner McCullough seconded the motion. Motion passed.**

Jill explained the purpose of the resolution is to increase the expense line items that were over expended in the previous budget year. Unanticipated revenues in the form of ARPA funds and state excess through the Idaho Transportation Department were received. The resolution gives the authority to the Clerk's Office to increase those budget expense line items to expend the revenue and keep the budget balanced.

Commissioner Somsen motioned to approve Resolution 2022-12 to open the FY2022 budget to increase expense line items due to unanticipated revenues. Commissioner McCullough seconded the motion. Motion passed.

Commissioner McCullough motioned to end the public hearing at 1:16 p.m. Commissioner Somsen seconded the motion. Motion passed.

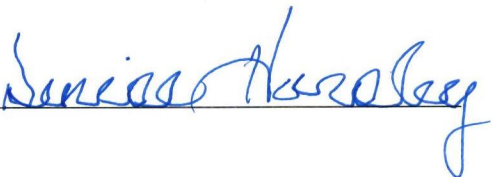
Other:

- Commissioner McCullough motioned to approve the minutes for 11/28/2022 as presented, the claims approval report for FY2023 in the amount of \$180,272.57, and the payroll claims approval report in the amount of \$345,954.66 for FY2023. Commissioner Somsen seconded the motion. Motion passed unanimously.
- Commissioners were formally notified of the death of Coroner Darrin Sims. The meeting of the Republican Central Committee will be held on December 19th at noon to bring names forward to the board. The board decided to schedule a meeting that same day at 1:00 p.m. to interview candidates and make the appointment.
- Commissioner Somsen motioned to release indigent liens 2006-17, 2007-45, and 2008-01 after a standard 25% reduction of remaining balances and receipt of funds. Commissioner McCullough seconded the motion. Motion passed and the document was signed.
- The meeting adjourned at 1:19 p.m. The Caribou County Board of Commissioners will meet again on January 9, 2022 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chairman



Attested: Denise Horsley, Clerk



CARIBOU COUNTY COMMISSIONER'S AGENDA

Date: 12/12/2022

ACTION ITEMS / BUSINESS

Time	Name of Person/Party	Concerning
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge Man Lift
9:30 AM	Eric Hobson / Larry Weaver	Fire / Ambulance
9:45 AM	Nellie Askew Planning & Zoning	Short-Term Rentals Code & Ordinance
10:00 AM	Adam Cromwell	Property Tax - Fountain Terrace
10:15 AM	Nellie Askew Planning & Zoning	P&Z Public Hearing Conditional Use Short-term Rental Phillip Dian Bartschi
10:30 AM	Nellie Askew Planning & Zoning	P&Z Public Hearing Conditional Use - Short-term Rental RNR Enterprises
10:45 AM	Robyn Thomas/Laurie Thomas	Historical Society Archives (Completed)
11:00 AM	Road & Bridge	Interview #1
11:15 AM		Interview #2
11:30 AM		Interview #3
11:45 AM		Interview #4
Noon	LUNCH BREAK	
12:45 PM		
1:00 PM	Public Hearing	Open FY 2022 Budget
1:15 PM	Brandi Bradehoft	Executive Session (74-206 b)
1:30 PM		
1:45 PM		
2:00 PM		
2:15 PM		
2:30 PM		
2:45 PM		
3:00 PM		
3:15 PM		
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4:00 PM		
4:15 PM		
4:30 PM		
4:45 PM		
5:00 PM		

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

B.O.E.

Approve Certificate of Residency

Release of Liens x3 County

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

Approved Payment of Bills

DEC. 12, 2022	Claims	Payroll
Current Expense	\$14,034.13	
Indigent	\$98.53	
Road & Bridge	\$38,637.65	
Special Highway		
Justice	\$28,768.90	
Weed Control	\$2,704.33	
Solid Waste		
Reappraisal	\$51.23	
Health	\$368.81	
Hospital M&O		
Ambulance	\$3,701.50	
Parks & Recreation	\$18.45	
Tort		
County Fair		
County Court Facility		
District Court	\$1,064.46	
Court Services	\$7,121.55	
Juvenile Justice	\$87.22	
Veteran's Memorial		
Mineral Leasing		
PILT	\$15,058.03	
Water District		
TV Translator		
Landfill		
Bailey Creek Fire District		
Freedom Fire District		
Auditor's Trust	\$80.00	
Adult Probation Fee		
Diversion Education Trust		
Juvenile Housing Trust		
Range Improvement Trust		
Court Trust		
Centennial Trust		
College Trust		
Treasurer's Trust	\$489.18	
ID Trust		
Concealed Weapon's Trust Fund	\$479.75	
Motor Vehicle Trust	\$50,265.72	
911 Trust Trust	\$1,793.99	
Public Safety Fund		
Odyssey Court Payments	\$14,074.23	
Drug Court Trust		
Youth Court Trust		
Consolidated Election	\$862.00	
Sheriff's Vessel Fund	\$512.91	\$345,954.66
Grand Total	\$180,272.57	\$345,954.66