

## **COMMISSIONER MEETING OF August 22, 2022**

The Caribou County Commissioners met in regular session on August 22, 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 Dept.  
Brett Barfuss, Road & Bridge Dept.  
Russ Roper, Sheriff's Office  
Brandi Bredehoft, Jail Commander  
Jacob Farnes, IT Dept.  
Rowdy Larkins, Building Dept.

Justin Hatch, Extension Office  
Carl Toupin  
Kristen Higley, Caribou Medical Center  
Christina Thomas (by ZOOM), CMC  
Matt Kim-Miller (by ZOOM), Holland & Hart  
Wesley Brown (by ZOOM), CMC  
Tim Mendenhall  
Ally Schwulst, GIS  
Aaron Cook, Assessor  
Eric Hobson, Public Safety

The meeting opened with Bryce Somsen leading the pledge of allegiance and prayer.

### **Kim Spencer, Road and Bridge:**

- **Commissioner Somsen motioned to convene an executive session pursuant to I.C. 74-206(b) at 9:04 a.m. Commissioner McCullough seconded the motion. Motion passed.**
- **At 9:14 a.m. Commissioner Somsen suggested ending the executive session. The decision was made to present a letter of reprimand to an employee for their signature.**

### **Russ Roper, Sheriff's Office:**

- Chief Deputy Roper along with Commander Bredehoft presented information on revenue losses due to COVID as well as requests for ARPA funds. They presented graphs showing the revenues collected beginning in 2019 and going through 2021. After having to suspend jail operation during the pandemic, they experienced losses in revenues of \$393,737. Chief Roper and Commander Bredehoft requested a portion of the ARPA funds to address the negative economic impact.

Requests included jail door locks at \$9,000, building electrical work at \$7,000, new exterior security cameras at \$10,000, jail door control touch screen at \$90,000, new interior office doors access control at \$26,000, body cameras at \$15,000, jail kitchen plumbing at \$10,000, jail SCBAs at

\$12,000, a jail storage unit for records management for \$75,000, a transport van at \$82,000, communication control consoles at \$25,000, and a new parking log access gate at \$80,000.

Chief Roper stated that many of these items would bring the jail to the security level that is appropriate for our facility. After detailed discussion on many items, the board asked that they spend time to prioritize their needs before giving final approval. They thanked the board for considering the requests and will return with the needs listed by priority.

**Jacob Farnes, IT Department:**

- Jacob presented a publication titled "Threats to US Elections – Collection Primer" from the Office of Intelligence & Analysis Collection Management Division for the commissioner's information.
- Jacob has continued working with Computer Arts, Inc on the contract for the next fiscal year. They will remove the imaging portion for the Recording module and he is still waiting for information on reduction of price of the Indigent module. Discussion was held on the future of Computer Arts because of the outdated code used to operate the project.
- There is a need for a printer in the IT / GIS / Planning and Zoning office. Jacob presented two bids and the services they offer. All agreed to purchase the less expensive Epson Workforce Pro WF-7840 Wireless at \$589. Jacob will purchase from his capital outlay line item and no motion was required at that price.
- Jacob stated that they have a credit memo with Amazon that he is concerned with. The board suggested clearing it within the fiscal year.
- Jacob requested that the GIS truck tires be replaced. It was suggested to check prices with both tire vendors in town and he go ahead and purchase.

**Rowdy Larkins, Building Department:**

- Rowdy needed to speak with board about an update with the fair project before he spoke with Shannon from Construction Services. The board gave him an update on their meeting with the fair board and stated that they will meet again on the next board meeting on September 12<sup>th</sup>. Rowdy will meet with Shannon and look at the buildings under consideration for remodeling to get his estimates on cost.
- The flag pole is estimated at \$10,000 to \$15,000 to retrofit and Rowdy would like to have that project completed in the current fiscal year.



**Commissioner Somsen motioned to allow the building department to spend up to \$15,000 for resetting of the flag pole at the courthouse. Commissioner McCullough seconded the motion. Motion passed unanimously.**

- Top Job Asphalt will be here this week to paint lines in the parking lot at the courthouse at a price of \$1,300 and at the senior center for just shy of \$900.

**Justin Hatch, Extension Office:**

- Marnie Spencer from the University of Idaho has contacted Commissioner Mathews with a request for changing the structure of the county extension office due to the fact that Bear Lake County has not been able to keep an Extension Agent. The University of Idaho is proposing that Justin cover both Caribou and Bear Lake Counties for anything related to agriculture and be in charge of the offices in both counties as well. They would hire another person in Bear Lake County to cover the Family Consumer Science portion of the extension office for both counties. They would both cover the 4-H program with Justin taking care of the market animal and horse programs and the new position covering the family consumer science portion. Justin would spend 2 days a week in Bear Lake and the new hire would spend 2 day a week in Caribou. Travel would be the biggest concern with restructuring the program with the counties covering that cost. Justin feels the cost would be offset with having the expertise of an FCS position. The board agreed to move forward with the split positions and Justin will inform the University of Idaho.

**Caribou Medical Center:**

- Chris Thomas, Wes Brown, and Matt Kim-Miller addressed the board via ZOOM. Chris stated that she sent copies of the amended transfer agreement that Doug Wood and Matt Kim-Miller had worked on and reviewed. She stated that the amended agreement met all needs of the bond council, auditors, legal counsel, and both boards.

**Commissioner Somsen motioned to accept the Amended and Restated Transfer Agreement with Caribou Medical Center. Commissioner McCullough seconded the motion. Motion passed and the agreement was signed.**

### **Public Hearing – County Budget:**

- **Commissioner Somsen motioned to open the annual public budget hearing at 11:00 a.m. Commissioner Mathews seconded the motion. Motion passed.**
- Discussion was held to clarify several budget line items including fire capital outlay, GIS capital outlay, consolidated elections capital outlay, public safety travel, mileage and meals, parks and recreation M&O, multiple line items in district court, as well as commissioner's contingency and department assist in PILT.
- No public comment was received.
- Discussion was held on if the county should take the allowable 3% increase. Commissioner Mathews commented that he has a hard time taking the 3% when we know where inflation is right now. We do have the option to take a foregone amount in subsequent years. He stated that in his opinion if you don't take it this year, it is gone and he does not plan on going back to take it. Commissioner Somsen reiterated that the ability to take it is there if needed. Doug Wood stated that this a good problem to have. Commissioner Mathews remarked that most counties spend their PILT funds first in the budgets and we have been fortunate enough not to be forced to use all of ours. The board agreed to take the new construction increase of \$40,608 and to not take the 3% increase of \$204,774. This would increase the beginning balance amount used and decrease the amount collected from taxes. The clerks will re-do the resolution by reducing the tax amount collected and increasing the beginning balances and have it ready for approval at the next board meeting.
- **Commissioner Somsen motioned to end the budget hearing at 11:22 a.m. Commissioner McCullough seconded the motion. Motion passed**

### **Tim Mendenhall, North Gem School District:**

- Tim Mendenhall requested use of the street roller to help remove tire treads from the school football field in Bancroft. They have tried using the one that the City of Bancroft has, but was unsuccessful. He felt like the larger one that the county owns would be able to remedy the problem. The board agreed and asked that he contact Kim Spencer and arrange a time to help.

**Ally Schwulst, GIS Department:**

- Ally came to speak with the board about the possibility of taking over the addressing program for the county as discussed when she was hired. The Assessor, Arron Cook, is currently covering that responsibility and being paid an extra stipend of \$6000. He presented the board with a report showing the number of addresses from 2018 to current; the numbers have increased to over double in that time period. He informed them that the current fee for a new address is \$300. Discussion was held on retaining that position as a stipend or readdressing the salary of the GIS position. The decision was made that Ally will take over that responsibility at the beginning of new fiscal year and research will be done to address the salary. They will discuss it again at the next board meeting. Ally also suggested that Aaron be compensated for the time required to train her.

**Eric Hobson, Public Safety:**

- Eric informed the board that they did not get the ambulance grant this year. He has also entered an application for an ARPA grant to purchase an ambulance. He presented a letter of support for the board to sign.
- Eric presented a quote for new extrication tools that he would like the board to consider purchasing through ARPA funds. The current set were purchased used. There is an issue with the PSI required to run the equipment. The newer tools are all battery powered and gives them more adaptability and would bring them up to current NFPA standards. He stated that we are 3 series behind right now. He presented several quotes and stated that is a large expense that sooner or later will have to be replaced. He felt the timing was good where they are just getting the truck set up. He stated that the Curtis quote is a budget quote and there is still room for negotiation. They promised billing and delivery before the end of the fiscal year.

**Commissioner McCullough motioned to approve the purchase of extrication tools from Curtis of up to \$80,000 expended from ARPA funds. Commissioner Somsen seconded the motion. Motion passed.**



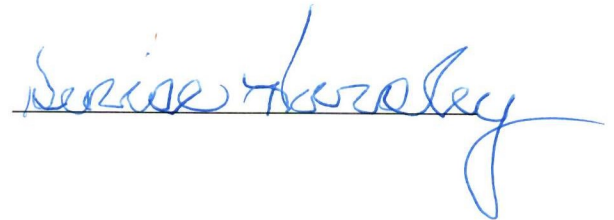
**Other:**

- Commissioner Somsen moved to approve the minutes of the August 8, 2022 commissioner meeting as presented, the claims approval report in the amount \$368,330.39 and payroll claims approval report in the amount of \$317,779.35 for Fiscal Year 2022. Commissioner McCullough seconded the motion. Motion carried.
- The meeting adjourned at 12:00 a.m. The Caribou County Board of Commissioners will meet again on September 12, 2022 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chairman



Attested: Denise Horsley, Clerk



**CARIBOU COUNTY COMMISSIONER'S AGENDA****Date: 8/22/2022****ACTION ITEMS / BUSINESS**

<b>Time</b>	<b>Name of Person/Party</b>	<b>Concerning</b>
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge      Executive Session I.C. 74-206 (b)
9:30 AM	Russ Roper	Sheriff's Office
9:45 AM	Jacob Farnes	IT / GIS
10:00 AM	Rowdy Larkins	Building Department
10:15 AM	Caribou Medical	Discuss Land Transfer
10:30 AM		
10:45 AM		
11:00 AM	Budget Hearing	FY 2023 Budget
11:15 AM	Tim Mendenhall	Use of County Equipment
11:30 AM	Ally Schwulst	GIS / Addressing
11:45 AM	Eric Hobson	ARPA Purchase Request
Noon	LUNCH BREAK	
1:00 PM		
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OTHER BUSINESS: Executive Session I.C. 74-206

BOE

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>Claims</b>	<b>Payroll</b>
Current Expense	08/22/2022	\$4,985.38	
Indigent		\$4,019.86	
Road & Bridge		\$13,918.84	
Special Highway			
Justice		\$215,075.00	
Weed Control		\$23,346.86	
Solid Waste			
Reappraisal			
Health		\$1,140.00	
Hospital M&O			
Ambulance		\$1,775.45	
Parks & Recreation		\$7,899.63	
Tort			
County Fair			
County Court Facility Fund		\$5,475.00	
District Court		\$2,054.98	
Court Services			
Juvenile Justice		\$231.97	
Veteran's Memorial		\$992.16	
Mineral Leasing		\$16,544.00	
PILT		\$27,950.00	
Water District			
TV Translator			
Landfill			
Bailey Creek Fire District			
Freedom Fire District			
Auditor's Trust		\$5,000.00	
Adult Probation Fee			
Diversioin Education Trust			
Juvenile Housing Trust			
Range Improvement		\$278.84	
Court Trust			
Centennial Trust			
College Trust			
Treasurer's Trust			
ID Trust			
Concealed Weapon's Trust			
Motor Vehicle Trust			
911 Trust Fund		\$159.80	
Historical Society Trust			
Public Safety Fund		\$406.98	
Weed Control Trust			
Drug Court Trust			
Youth Court Trust			
Sheriff's Vessel Fund		\$2,669.02	\$317,779.35
Remittances		\$34,406.62	
<b>Grand Total</b>		<b>\$368,330.39</b>	<b>\$317,779.35</b>