

COMMISSIONER MEETING OF June 12, 2023

The Caribou County Commissioners met in regular session on June 12, 2023 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner Chairman
Bryce Somsen, Commissioner
Marty McCullough, Commissioner
Jill Stoor, Clerk
Sharlene Simons, Deputy Clerk
Kevin McLain, Road & Bridge
Brett Barfuss, Road & Bridge
Eric Hobson, EMS
Rowdy Larkins, Maintenance/Building Dept
Nellie Askew, Planning & Zoning

Aaron Cook, Assessor
Ally Schwulst, GIS
Jacob Farnes, IT
Doug Wood, Prosecutor
Angie Mendenhall, Treasurer
Dwight Lloyd, Weed Control
Jacob Fullmer, Coroner
Grant Simons
Loren Yost

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

- **Commissioner Somsen motioned to add Jacob Fullmer to the Commissioner's agenda. Commissioner McCullough seconded the motion. Motion passed.**

Kevin McLain, Road & Bridge:

- Kevin and John Hyde from the Downey Canal Company discussed temporarily closing the road leading to the Chesterfield spillway. It was decided to hang a sign asking visitors not to trespass as well as some barricades.
Kevin said that the road and bridge department furnished a loader, rocks, cement blocks, and gravel out of the Kelly pit to help out. Kelly Road is still closed due to work being done on the canal and water running over it.
- Kevin updated on meetings with Smoky Canyon Mine and Lincoln County to discuss road damage issues. A few culverts may need to be added for drainage. Smoky Canyon is willing to provide material that was furnished for Wells Canyon project. Kevin is waiting to hear from the Forest Service to see if the rock that was used will be adequate. Kevin seems to think it looks too big and Commissioner Somsen shared pictures of the road and shared the same concern.
Kevin stated that Smoky Canyon is wanting to maintain the road from Timber Creek to Diamond Creek/Lanes Creek Road. They were thinking the county could meet them part way. Kevin has concerns about this and wanted the Commissioner's aware of the potential issues.

Commissioner Somsen mentioned that Wednesday, June 14th, the Lago Canyon parking lot is going to be assessed to see what changes need to be done for better access. Kevin said he would be there to see what is decided.

The County is about 2/3 done chloriding, summer help has started grooming and patching. The State Road and Bridge is waiting to make sure that the oil mix and the chips can be dumped when the county is working at the Wayan Loop to save some time.

The City of Soda is asking if the County would be willing to haul their chips as done in the past. Kevin will find out how many loads and how many days it will take then proceed as before.

Dwight is trying to clean up the railroad right of way fences from Soda to Whiskey Mikes. There will be times when wire and steel posts will need to be hauled off. Dwight has a mini excavator lined up and a county side dump to load and then haul it away to a recycle center.

Lincoln County, on the state line road, would like to replace two culverts with one larger culvert due to water backing up and crossing the road. The culvert measures 67 inches tall and 95 inches with wide flat bottom. A bid came in at \$12,625.00 and this will be a shared expense with Lincoln County and fixed later this fall.

- The cone on the crusher needed to be re-aligned. Vaughn Smith helped with their crane truck and Goodfellows did most of the work.
One of the trucks has some recalls, the discharge pump will need to be replaced and a DEF line with a quote from the dealership of \$2300.00.
The new grater is here and waiting on the invoices.

Eric Hobson, EMS:

- Eric gave an up to date summary of the Chesterfield Dam Spillway. The canal company called in a private contractor to start working on the spillway and the County started hauling in some back fill. Eric called Army Corp of Engineering and Water Resources to get engineering on site. It was decided to cut the feeder canal over by Reservation Road and flow the water down the meadows over Kelly Toponce. The blue prints (1984) were examined and there is no evidence of footers or walls and the spillway seems to be freestanding. The main goal that Army Corp and Water Resources had was to get water off of the spillway. At this point if it fails, it is a moot point because the water would be below the spillway. Eric said that currently the water is 18 inches below the spillway. USDS came and put in temporary water gauges and a camera monitoring it. Alerts will be sent when the flow changes. The concern is that the canal company is not wanting the water coming down the canal but the water can't keep flowing down the meadows and fields. Eric is checking with Water Resources to see when it will be safe to put the feeder canal back in the reservoir. Snow pack is still high on Putman and Toponce figuring melt off expected until mid-July. Commissioner Somsen shared pictures of the channel. Mediation is needed between Army Corp and IDWR on an approved engineered plan to redo the spillway. Army Corp has grant programs offered for projects like this. Grant Simons met with John Faulk of Idaho Dam Safety measuring the feeder canal with 80cfft coming in and they are wanting the reservoir level dropped another 10 feet before they put the canal back together. He shared that in 10 days it dropped 3 feet. FEMA and Army Corp have low interest

rate programs. John said the Commissioners need to start the application process of emergency hazardous dam situation. Eric talked about the declaration already in place and will see if renewing that will work and will follow up with John if more needs to be done. Grant stated that as of right now the land owners do not qualify alone. Grant updated the Commissioners with the damage, problems and possible fixes that he and John found. Grant stated that he has several hundred acres under water.

- Eric presented a bid to update the lighting for the light plants in the amount of \$3948.88.

Commissioner Somsen motioned to approve the new lighting for the light plants in the amount of \$3948.88. Commissioner McCullough seconded the motion. Motion passed.

Rowdy Larkins, Maintenance/Building Dept:

- Rowdy presented bids for the Prosecutor's door for \$1473.00 and one for the Fire Station to install foam closures and rent a scissor lift to prevent bird damage for \$2870.00.

Commissioner Somsen motioned to approve Caribou Exteriors to do the installation of foam to prevent bird intrusion and nesting at the Fire Station in the amount of \$2870.00, and the removal of existing door and installation of new insulated steel door with half glass for the Prosecutor's office in the amount of \$1473.00. Commissioner McCullough seconded the motion. Motion passed.

- Rowdy shared that every 5 years the county is required to do onsite safety testing on the elevator located in the County Courthouse. The bid for this testing from Schindler Elevator Corporation is \$3485.00.

Commissioner McCullough motioned to approve the bid from Schindler Elevator Corporation in the amount of \$3485.00 for the safety testing of the elevator. Commissioner Somsen seconded the motion. Motion passed.

- Rowdy shared that the SEICCA building is needing some work done on the roof and presented a bid from Lott Builders.

Commissioner Somsen motioned to grant Lott Builders the bid of \$21,873.21 for re-roofing the SEICCA building with the insulation from the ARPA Funds. Commissioner McCullough seconded the motion. Motion passed.

- A bid was offered by Construction Services for the demolition and cleanup of the collapsed building addition at the Grace Fairgrounds in the amount of \$29,144.00. They will be able to start June 26th.

Commissioner McCullough motioned to approve the bid from Construction Services for the removal of the collapsed building addition at the Grace Fairgrounds in the amount of \$29,144.00 and will use the Auditors Trust Fund if the insurance claim is approved. Commissioner Somsen seconded the motion. Motion passed.

- Rowdy will be taking some personal time off and has been trying to find someone to cover for him. Steve Askew is willing to help out and could be available in the late afternoons. Following a discussion on pay and travel, it was decided to use Rowdy's work truck and pay an hourly wage with a minimum of one hour with funds from the Building Department budget.
- Rowdy visited with Taggart Castleton with Great Western Recreation and Game Time about the playground at Alexander Marina. Taggart will look at the playground and put together a few options to present to the Commissioner's with a possibility of a reduced price. Rowdy inquired where the funding would come from and it was suggested the Parks & Recreation. Rowdy will talk with MR&E on what ideas they have for the playground.
- The Health Department and the 4-H Office are asking for additional supplies and Rowdy asked permission to order the supplies from his budget. It was agreed as long as Rowdy has enough money in his budget.
- Commissioner Mathews inquired about the flower beds and Rowdy has made arrangement with a couple of probationers to work on them. Rowdy mentioned he is finding someone to mow while he is out on leave.

Jacob Fullmer, Coroner:

- Jacob shared that Sims Funeral Home is now under the ownership of Brad Horsley.
- Jacob is no longer able to reach the company the cooler was ordered from. With the new ownership of the Funeral Home, a decision was made to order a different cooler from Mortech Manufacturing in the amount of \$19,634.20 with the approval of the Commissioners. The check from the prior cooler has not been cashed and payment will be stopped. It was suggested to send a letter to the prior company and make them aware of the cancelation.

Commissioner Somsen motioned to approve the purchase from Mortech Manufacturing for a two-body capacity roll-in storage unit for a total of \$19,634.20 to be paid from ARPA funds. Commissioner McCullough seconded the motion. Motion passed.

Nellie Askew, Planning and Zoning:

- **Commissioner Somsen motioned to convene a Public Hearing at 10:21 a.m. to hear a Variance for Yost Farms. Commissioner McCullough seconded the motion. Motion passed and the hearing began.**
- **Loren Yost is applying on behalf of Gordon Yost. Loren is requesting a variance of 2 acres. Gordon's property currently is sectioned as 5 acres, which is the required minimum in the Commercial Zone. The reason Loren is requesting the variance is the pivot reaches the back 2 acres and if the home was ever to be sold, the portion of the active farm ground with pivot watering it would be sold with it. Loren would like to add the 2 acres to the existing 161 acres that lays behind the home.**

Commissioner Somsen made a motion to approve the variance for Yost Farms of 2 acres from the required 5 acres minimum in a Commercial Zone which will eliminate future confusion of farm ground. Commissioner McCullough seconded the motion. Motion passed unanimously.

Commissioner Somsen made a motion to end the public hearing at 10:26 a.m. Commissioner McCullough seconded the motion. Motion passed.

- **Commissioner McCullough motioned to convene a Public Hearing at 10:27 a.m. for Code Amendment 13.12.030 Permitted Uses Zoning. Commissioner Somsen seconded the motion. Motion passed and the hearing began.**

Nellie has been approached by two different individuals to add permitted uses of butcher shops, not on a large scale, one in Freedom and one in Bancroft/Grace area.

Commissioner Somsen made a motion to approve Ordinance 2023-09 which adds butcher shops to the permitted uses in the agricultural zone. Commissioner McCullough seconded the motion. Motion passed unanimously.

Commissioner Somsen made a motion to end the public hearing at 10:30 a.m. Commissioner McCullough seconded the motion. Motion passed.

Dwight Lloyd, Weed Control:

Dwight would like to add \$4,000.00 to increase the Dyers Woad fund and would like to purchase a 14-foot dump trailer to help handle all the bags. A bid of \$14,999.00 from Bear Lake Trailers was presented.

Commissioner Somsen motioned to approve the purchase of the 2023 Titan 14-foot dump trailer in the amount of \$14,999.00 from Bear Lake Trailer Sales with this being paid out of the Range Improvement fund. Commissioner McCullough seconded the motion. Motion passed.

Aaron Cook, Assessor:

- Aaron asked to continue as the Board of Equalization for a casualty loss exempt form for a house that had a pipe break inside and insurance has claimed it as totaled.

Commissioner Somsen motioned to resume as the Board of Equalization. Commissioner McCullough seconded the motion. Motion passed.

Commissioner Somsen motioned to approve the casualty loss exemption for parcel #09S39E040010. Commissioner Mathews seconded the motion. Commissioner McCullough recused himself from the vote. The motion passed.

Commissioner Somsen motioned to recess the Board of Equalization at 10:43 a.m. Commissioner McCullough seconded the motion. Motion passed.

Nellie Askew, Planning and Zoning:

- Commissioner Somsen motioned to convene a Public Hearing at 10:46 a.m. to amend the Resolution regarding the Barley Meadows Subdivision. Commissioner McCullough seconded the motion. Motion passed and the hearing convened.

This will extend the completion of Phase I and the submittal of Phase II until September 25, 2023. This extension was granted due to extreme weather conditions that did not allow for access to the property.

Commissioner Somsen made a motion to approve Caribou County Resolution #2023-06 that amends resolution #2022-08 extending the Barley Meadows contract to September 25, 2023. Commissioner McCullough seconded the motion. Motion passed unanimously.

Commissioner Somsen made a motion to end the public hearing at 10:48 a.m. Commissioner McCullough seconded the motion. Motion passed.

Aaron Cook, Assessor:

Aaron reported for information only that the DMV now has the ability to show registrations numbers for in county vs out of county. He also shared information about new construction being the biggest ever with a total of \$11,424,028.00.

Nellie Askew, Planning and Zoning:

- **Commissioner Somsen motioned to convene a Public Hearing at 10:57 a.m. to Amend Minor Land Division Ordinance No. 2023-08. Commissioner McCullough seconded the motion. Motion passed and the hearing began.**

This would provide clear guidelines on land divisions. One-Time land Division: This prevents clusters of homes and urban sprawl in areas that are not suitable. It also helps the potential land owners from purchasing more than they are capable of maintaining. It helps the current land owners downsize their property and retain a smaller portion.

Property must be in configuration since February 25, 2008: This is when the minimum acreage for each zone was passed and any land split after this without following proper procedure is considered an illegal land split. Anything split before February 25, 2008 that is below the required minimum would still be eligible for this One-Time Line Division.

Septic & Well: 5 Acre Minimum: By setting a minimum acreage of 5 for individual wells and septic, it prevents potential cross contamination. Lots smaller than 5 acres: They would be required to utilize community systems. Small lots create a greater risk of contamination between septic and wells.

Commissioner Somsen made a motion to adopt Ordinance #2023-08 allowing for one-time land division into two parcels through staff level approval because it prevents cluster of homes and urban sprawl in areas that are not suitable. Commissioner McCullough seconded the motion. Motion passed unanimously.

Commissioner Somsen made a motion to end the public hearing at 11:18 a.m. Commissioner McCullough seconded the motion. Motion passed.

Ally Schwulst, GIS:

- Ally presented a bill from Safety Supply & Sign Company for the purchase of addressing supplies in the amount of \$3702.60 for approval and a contract with Gateway mapping for the SQL database.

Commissioner Somsen motioned to approve the purchase of addressing supplies from Safety Supply & Sign Company in the amount of \$3702.60. Commissioner McCullough seconded the motion. Motion passed.

Commissioner Somsen motioned to enter into contract with Gateway Mapping for the SQL Database in ArcGIS Pro starting May 23, 2023. in the amount of \$1000.00 per month. Commissioner McCullough seconded the motion. Motion passed.

Ally shared concern about the amount of time it is taking to place addressing posts. It was decided to coordinate with other departments when necessary.

Jacob Farnes, IT:

- Jacob shared concerns about cybersecurity and the public knowledge of software/equipment being purchased.
- The county needs 2 more licenses of Laserfiche Avante with a onetime cost of \$1250 which will increase annual support by \$275.00.

Commissioner Somsen motioned to purchase more licensing for Avante from MCCI and the annual software support for a total of \$1479.17. Commissioner McCullough seconded the motion. Motion passed.

- Jill mentioned that she talked to Marcus Meyer from Computer Arts and she expressed her concerns with him about leaving out the Assessor portion of the software. She suggested to stay with Computer Arts for now and watch the other software companies in the future. Angie, Jill, and Jacob will meet by Zoom with Marcus to ask questions concerning Computer Arts.

Ally Schwulst, GIS:

- Ally shared the addressing concern about Diane Drive in Grace. After talking with dispatch and Public Safety it was brought to her attention that the addressing range is wrong according to the county grid and they think that the resolution would be to make a North, South and East Diane Drive

because it makes a loop. Ally's was concerned that a re-plat was needed but was decided that the address change was enough. Eric Hopson helped to clarify the need to change these addresses so when someone googles the address it will conform with the grid.

Eric Hobson, EMS:

- Eric shared that May 8, 2023 is when the original Disaster Declaration for the winter storm event was adopted. He has since added an extension stating the snow crunch data and the problems with the Chesterfield Spillway of the dam with the chance of a leakage failure, as well as the adverse conditions it has made to our agricultural producers. He also referenced the original resolution 2023-05 adding that the imminent threat comes off of our snow pack run off as well as the undercutting of the Chesterfield Dam Spillway threatening its integrity.
Eric discussed the FEMA programs and the availability to help with the Dam.
- **Commissioner Somsen motioned to adopt Resolution 2023-07 the Disaster Declaration Extension. Commissioner Mathews seconded the motion. Motion passed.**

Jill Stoor, Clerk:

- Jill presented a Certificate of Residency for approval.
Commissioner Somsen motioned to approve the Certificate of Residency for the student that was presented and dated 06/12/2023. Commissioner Mathews seconded the motion. Motion passed.
- MR&E bill came in for the parks and would like approval to pay it all at once instead of in 2 payments. It was agreed to pay it all at once.
- Concern on a timecard from employee using comp time when there was not enough comp time earned to cover what was being used.
- An employee asked why there is no insurance offered for domestic partners. It was agreed that the county insurance companies and policies will not allow for this.
- 6th District CASA put in a budget request of \$2500.00.
- HAVA Funds, new round of HAVA funds coming out in FY2024 and is specifically for voting equipment and cyber security. The State is really wanting all counties to use E-poll books which are

computerized poll books. With this, internet access is a need. Grace and Soda would have access to internet but Bancroft would not. The State is encouraging to use a hot spot where it could be turned on and off. With these funds we should be able to cover these costs.

- Sara Osmund with Office of Administration for Idaho Supreme Court met with clerks on what they want to change with FTR.
- Parades – Transportation has been scheduled and candy needs to be ordered. All county elected officials are invited to ride.
- Lien releases need signatures. Jill will send total amount released to commissioners.

Commissioner Somsen motioned to sign the presented indigent lien releases for the County and Catastrophic Board. Commissioner Mathews seconded the motion. Motion passed.

- Jill mentioned she has been working on the budget with all but one budget requests turned in. She inquired about a payroll increase and this will be approved at the budget hearing. A Christmas bonus was discussed and will be determined at a later date.
- Jill is going to start on the L2's and would like to proceed with a 3% increase. Discussion on the increase pursued and a decision to have Jill figure the increase with different percentages to compare.
- Jill would like to continue to use Computer Arts for now as discussed earlier.

Nellie Askew, Planning & Zoning:

- **Commissioner Somsen made a motion to convene an executive session pursuant to I.C. 74-206(b) at 2:03 p.m. Commissioner Mathews seconded the motion. Motion passed unanimously and the executive session convened.**

Commissioner Somsen suggested ending the session at 2:53 p.m. No decisions were made.

Other:

- **Commissioner Somsen made a motion to approve the minutes of 05/22/2023 as presented, the claims approval report in the amount of \$466,178.38 and the payroll claims in the amount of \$312,636.21. Commissioner McCullough seconded the motion. Motion passed unanimously.**
- The meeting adjourned at 2:54 p.m. The Caribou County Board of Commissioners will meet again on June 26, 2023 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chair



Attested: Jill Stoor, Clerk


