

COMMISSIONER MEETING OF June 26, 2023

The Caribou County Commissioners met in regular session on June 26, 2023 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner
Bryce Somsen, Commissioner
Marty McCullough, Commissioner
Jill Stoor, Clerk
Sharlene Simons, Deputy Clerk
Tisha Young, Deputy Clerk
Aaron Cook, Assessor
Angie Mendenhall, Treasurer
Doug Wood, Prosecutor
Rowdy Larkin, Building & Maintenance
Nellie Askew, Planning & Zoning
Justin Hatch, Extension Office
Eric Hobson, Public Safety
Jacob Farnes, IT/GIS
Kevin McLain, Road & Bridge Dept.

Brett Barfuss, Road & Bridge Dept.
Adam Mabey, Sheriff
Larry Weaver, CCEMS
Dwight Lloyd, Weed Control
Justin Steele, Probation
Jayson Lower, IDAWY
Becca Sweers, Fair Board
Steve Wagner
Bryce Reynolds
Zachariah Thurman
James Wilhelmi
Chad Sturges
Dustin Dunn

The meeting opened with Marty McCullough leading the pledge of allegiance and prayer.

Aaron Cook, Assessor:

- Aaron requested no changes for the Assessor Department.
- He requested that the maintenance agreement be increased by \$1900 reflecting the Valley copier lease contract and adding \$1500 in printing costs in the Reappraisal Department. He also requested a new line item for Assessment Notices in the amount of \$1500.
- Aaron presented a spread sheet regarding elected officials' salaries that the Commissioners had requested.

Angie Mendenhall, Treasurer:

- Angie commented on the Contract Expense account and how that has worked well for her part-time person. She also mentioned that the Title Search account is hard to determine what is needed due to the fluctuations from year to year. She requested no changes to the Treasurer/Tax Collector Department other than requesting a yearly salary increase.

Doug Wood, Prosecutor:

- Doug requested an increase of \$3000.00 to the Clerical Salary account to stay competitive with the position in other counties. He also requested to increase his Telephone Account by \$900. No other changes were requested in the Attorney Department.

Jill Stoor, Clerk

- **Commissioner Somsen made a motion to convene an executive session pursuant to I.C. 74-206(b) at 10:08 a.m. Commissioner McCullough seconded the motion. Motion passed unanimously and the executive session convened.**

Commissioner Somsen suggested ending the session at 10:18 a.m. No decision was made.

Rowdy Larkins, Building & Maintenance:

- In the Courthouse & Grounds Department, Rowdy requested a decrease of \$40,000 in the Building Remodel & Repairs account, a decrease of \$1000 in the Lawn and Grounds account, an increase of \$6480 in Rent & Utilities account, an increase of \$800 in the SEICAA Utilities, and a decrease of \$500 in the Coffee, Water, ETC.
- Rowdy requested moving salary funds from the Courthouse and Grounds department to supplement a wage increase. He requested an increase in his Travel, Mileage & Meals account of \$350. Rowdy is concerned that his work truck might need to be replaced soon. The Commissioners asked him to check with other departments to see if they have any lease trade-ins available soon. One other request was an increase of \$30 for the Dues, Memberships account.

Nellie Askew, Planning & Zoning:

- Nellie is requesting an increase in the Clerical Salary account of \$6000.00 and a decrease in the Misc. Salary of \$6000. Changes include an increase of \$700 in the Supplies account, and an increase of \$550 in the P&Z Building Software. She asked that the Quasi-Judicial Publications account and the Publication account be combined and then increased by \$1250. Her final request was to decrease \$15,000 in the Comprehensive Plan account and change the name to Supporting Land Use Docs/Grant.

Justin Hatch, Extension Office:

- Justin requested a new cellular phone for the office so payments can be made using Venmo and other digital payment methods. He was asked to speak with Eric Hobson to be added to the County telephone contract. No other requests were made for the Extension Agent & Home Econ Department.

Eric Hobson, Public Safety & Ambulance:

- Eric requested moving \$5000 from the Supplies account to the Supplies/Misc. FD account. He also requested eliminating the Bldg. Remodel & Repairs account and transferring \$4000 to the Garage M&O account and \$1000 to the Radio Repairs/Maintenance: FD. This reflects the changes requested in the Public Safety Department.
- Requests in the Ambulance Department include an increase in the Supplies – Non-Office account of \$1000 due to the increase in drugs costs needed for the ambulances and an increase of \$1000 in the Radio Repair & Maintenance account. Capital Outlay was left at \$300,000 in case we do not receive the new ambulance in the current fiscal year.
- Eric requested no changes for the Public Safety Fund Department

Ally Schwults, GIS

- Ally requested an increase of \$1000 in the Education-Training account and an increase of \$400 in the ESRI Licenses account. No other request was made for the GIS Department

Dwight Lloyd, Weed Control:

- In the Weed Control Department, Dwight is requesting an increase of \$150 in the IAC Dues Assessment account, a \$4250 increase in the Chemical account, and a \$750 increase in the Gas & Oil account.
- Dwight would like to be on the next agenda for 30 minutes with Jason Beck from The Idaho Fish & Game

Jacob Farnes, IT:

- In the Computer Department, Jacob is requesting a decrease of \$50 in the Telephone account, a decrease of \$2070.31 in the Software Contract account, an increase of \$1611 in the Laserfiche Software Maintenance account due to additional licenses, and an increase of \$1250 in the Internet account.

Justin Steele, Juvenile Probation:

- Discussion was held to clarify Justin's position as a salaried employee: he does need to report sick and vacation to Tisha. Adjustments will be made to compensate for the last two years of missed increases.
- Juvenile Probation Department has no changes.
- Juvenile Justice Department has no changes.
- An increase of \$12,000 was requested in the County Court Facility Department for a security detector. Those accounts will be provided through excess sales tax through the State.
- No changes were requested in the Adult Probation Department.

Kevin McLain, Road & Bridge:

- In the Road and Bridge Department: Kevin requested an increase of \$2000 for Physicals and Safety Equipment account, an increase of \$64,475 in the Gas & Oil account, an increase of \$50,000 in Parts & Maintenance account, and an increase of \$20,000 in Tires and Tubes account. He also requested an increase of \$260,000 in the State Excess accounts due to previously ordered

equipment that may not be delivered before the end of the fiscal year: the accounts will carry over from the previous fiscal year if not expended. Due to rising costs he requested an increase of \$10,000 in the Signs/Culverts account, as well as a \$6620 increase in the Machine Rental Account. A decrease of \$4000 was requested in the Mineral Leases and Bonds account.

- In the Special Highway Department there were no changes.
- Mineral Leasing Department: Kevin requested a \$100,000 increase in the Road Material account.
- In the Road and Bridge Fund Department, there were no changes.

J. Adam Mabey, Sheriff:

- In the Sheriff Department: Sheriff Mabey requested a \$10,000 increase in the ID Transportation Grant account due to applications for additional grants. He also requested a \$1500 increase in the Supplies account, a \$15,000 increase in the Fuel Expense account, a \$20,425 increase in the ILETS account, a \$1300 increase in the LE Equipment/Supplies account, an increase of \$1000 in the Dues, Memberships account, a \$1000 increase in the Machine Maintenance account, and an increase of \$14,000 in Capital Outlay account.
- In the Jail Department: Sheriff is requesting an increase of \$10,000 in Building Maintenance account, an increase of \$2000 in the Cleaning Supplies account, an increase of \$5000 in the Rent & Utilities account, an increase of \$45,000 in the Contract Expense account for medical, an increase of \$2000 in Laundry Supplies/Repairs account, an increase of \$10,000 in the Kitchen & Food Supplies account, and a decrease of \$3231 in the Juvenile Housing account until more information is received.
- Sheriff Maybe requested a new line item in the amount of \$15,000 for Jail Software and Support. He also requested two new line items for Career Ladder in the amount of \$7000 between the two accounts.
- In the Sheriff's Vessel Account Department there were no changes requested.
- Sheriff would like to hire additional staff including: one School Resource Officer, a part-time Dispatcher and an additional Detention Officer. The Commissioners reminded him of the need of a part-time IT position.

Jayson Lower, IDAWAY:

- Jayson shared the projected Caribou County portion of the IDAWY Department for the upcoming 2024 fiscal year. He also showed an overview from FY20 to current that included Bear Lake, Caribou, Lincoln and Oneida Counties. He requested that the IDAWY payment account remain the same at \$900,000.

Becca Sweers, Fair Board:

- Becca requested an additional \$40,000 be added to the Fair Board fund so they can attempt to bring the PRCA Rodeo back to Caribou County. The Commissioners agreed to \$20,000 and will look at the Department to determine if more can be added. No other request was made.

Jill Stoor, Clerk:

- Changes in the Clerks Department include an increase of \$1500 in Travel, Meals, and Mileage account, and a Machine Maintenance account of \$500. A request of a decrease in the Telephone account of \$1400, a decrease in the Scanning Contract Expense account of \$2000, and eliminating the Codification Agreement account.
- There were no changes to the Commissioners Department budget.
- Jill requested an increase in the Election Department of \$1000 for the Legal Publications account.
- Changes for the Sundries Department include a \$5000 increase for the Postage account, an increase of \$18,000 for the Telephone account due to transfers from all departments into this account. A final increase of \$5000 for the Audit account.
- The Indigent Department shows increases of \$38,000 for jail medical and \$10,000 for mental health which were left off of the 2023 budget. The only other was an increase of \$2600 for the Burials account.
- For the Consolidated Election, the only increase was for Legal Publications in the amount \$1000. Discussion was also held on moving the part-time Deputy Clerk to this budget.
- In the Health Department Jill requested a decrease of \$2000 in the Appropriation account and an increase of \$1000 in the Rent & Utilities account.

- Park & Recreation Department changes include the addition of \$2500 in a Road & Maintenance account. Jill questioned if we should raise the Special Projects account for the playground equipment for the Oregon Trail Marina Park. More information is needed before a decision will be made.
- Tort Fund: Jill asked for an increase of \$39,000 in the Insurance-Fire, Auto, Building account and mentioned that the Workman's Comp Insurance account could decrease after final numbers are received. The Insurance Deductible account was raised \$5000 because the deductible has increased from \$1000 to \$3000 for the upcoming fiscal year.
- District Court Department: Jill requested a decrease of \$5000 in the Law Library account, the Drug Testing Supplies of \$1040 are to be moved into the Court Services Department in the Drug Testing Supplies. Travel, Mileage & Meals to be increased by \$1000. The Magistrate Court Judge Dues account of \$150 and the District Court Judge Dues account of \$125 were eliminated on the advice of Judge Brown. She also requested an increase of \$2000 in Other Misc. Expenses account, a request of \$1000 in the Professional Services account, and an increase of \$1000 in the Capital Outlay account. The Language Access account was added in the amount of \$5000 per the request of TCA Kerry Hong.
- Court Services Department shows a payroll decrease for Drug Court account of \$6000 due to the new regional Drug Court Coordinator and an increase to Drug Testing Supplies account of \$1040 moved from District Court Department.
- In the Veteran's Memorial Department: No requests were made.
- P.I.L.T. Department: Jill requested an increase of \$121.45 in the IAC Public Lands Dues account, an increase of \$350 to the 5th District Dues account, and an increase on \$500 in the Soil Conservation account. The Board asked to have the Caribou Historical Society come and speak with them before budgeting their account.
- There were no changes in the Soft Cost & Video Arraignment Fund, Juvenile Probation Fund, Adult Probation Fund, and Drug Court Fund.

Road and Bridge Interviews:

- **Commissioner Somsen made a motion to convene an executive session pursuant to I.C. 74-206(a) at 3:19 p.m. Commissioner McCullough seconded the motion. Motion passed unanimously and the executive session convened.**

Commissioner Somsen suggested ending the session at 4:32 p.m. The decision was made to offer the road and bridge positions to Chad Sturges, Steve Wagner, and James Wilhelmi with Dustin Dunn as an alternate.


Other:

- Commissioner Somsen moved to approve the minutes of the June 12, 2023 meeting as presented, the claims including remittances in the amount \$410,307.61, and payroll claims in the amount of \$194,590.98 for 06/12/2022. Commissioner McCullough seconded the motion. Motion carried.
- Commissioner Somsen moved to approve the donation of \$100 each to the 3 members of Soda Springs High School FCCLA who are attending the National Competition. Commissioner McCullough seconded the motion. Motion carried
- The meeting adjourned at 5:55 p.m. The Caribou County Board of Commissioners will meet again on July 10, 2023 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chairman

A handwritten signature in black ink, appearing to read 'Mark Mathews', written over a horizontal line.

Attested: Jill Stoor, Clerk

A handwritten signature in black ink, appearing to read 'Jill Stoor', written over a horizontal line.

