

## **COMMISSIONER MEETING OF March 27, 2023**

The Caribou County Commissioners met in regular session on March 27, 2023 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner (by phone)  
Bryce Somsen, Acting Chairman  
Marty McCullough, Commissioner (by phone)  
Jill Stoor, Clerk  
Kim Spencer, Road & Bridge  
Jacob Farnes, IT Department  
Rowdy Larkins, Building Department

Eric Hobson, Public Safety  
Nellie Askew, Planning & Zoning  
J. Adam Mabey, Sheriff  
David Pristupa, City of Grace  
Jackie Barthlome, Grace Mayor  
Blair Rindlisbaker, Planning & Zoning

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

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

- Kim stated that they have 2 vehicles ready to put out for auction. One is a 2012 Ford ½ ton with 182,000 miles and the other is a 2006 Chevy 1 ton with 164,000 miles. He will get a minimum number and open it for bids. They will plan to open bids at the April 24<sup>th</sup> commissioner meeting.
- Discussion was held on the possibility of paying out some of the comp time earned from this year's snow removal. He said 30% of the crew was good with selling it; some of the newer employees would like to be able to utilize the time. Kim will work with employees to gather a list of what they would like to sell out. They will utilize the excess state funds that we received to cover the budget.
- Tracy Josephson will transfer to the Bancroft shop in preparation to cover the upcoming vacancy. He will start taking applications to fill that position.
- He is hoping to get one of the downed trucks back this week with an estimated cost of \$30,000 for repairs.
- **Commissioner Mathews made a motion to convene an executive session pursuant to I.C.74-206(b) at 9:13 a.m. Commissioner McCullough seconded the motion. Motion passed unanimously and the executive session convened.**

**Commissioner Somsen suggested ending the executive session at 9:17 a.m. with no decisions made.**

The board received the notice of retirement as Road & Bridge Director from Kim Spencer as of May 1, 2023 completing nearly 42 years of service to the County.

**J. Adam Maybe, Sheriff:**

- Sheriff gave an update on the situation in Freedom where they have received several complaints about animals. He stated that the horses and sheep looked healthy; he did however have a dead horse that was not properly disposed of and the owner was cited for that. There was just a small amount of hay on the road right of way.
- He had to postpone going live with the new 911 system due to some I.T. issues. Jacob found a problem and they will not accept the system with fixes being complete.

**Jacob Farnes, I.T. Department:**

- Jacob stated that he has been elbows deep trying to get the Motorola prescribed solution working between Caribou County and Bannock County. They have been working on it since the end of January; they ran a test that could possibly pose some liability issues and are not yet ready to approve going live. They will continue to troubleshoot the problem.
- With board permission, Jacob will attend the I.T. Directors meeting with IAC in June up in Moscow.
- He informed Doug Wood that the phone repairs at his office have a trouble ticket in to BPA. He has a proposal to tie the systems together between the Sheriff's Office and the Courthouse and will include the Prosecutor's Office and estimates the cost at approximately \$3,000 per office.

**Jill Stoor, Clerk:**

- Jill presented a letter from Soda Springs High School Business Professionals of America Chapter. They have had 10 students qualify for the National Leadership Conference in Anaheim, California April 26<sup>th</sup> through April 30<sup>th</sup> and are requesting donations to help cover the cost of travel.

**Commissioner Mathews made a motion to donate \$1,000 from PILT to the Soda Springs BPA Chapter for their travel to the national event. Commissioner McCullough seconded the motion. Motion passed.**

- Angie and Jill sat through the proposal by Computer Arts presentation and were pleased with the proposed product. The pricing did not come in until this morning so Jill will present that pricing at the next meeting.
- Jake Fullmer presented a grant check from QRU Nonprofit Organization in the amount of \$1,500.
- The Drug Court Coordinator hiring process has been a long process. Liz will be done on March 31<sup>st</sup> and the three-county position has not been filled; the state will cover the for out county until they complete the hiring process. The new coordinator will cover Bear Lake, Caribou, and now Franklin Counties.
- The Clerk's Office hired Teri Moore and she will begin working part-time this week.
- Jill informed the board that she received a tort claim this week and Eric will cover more details during his executive session with the board.
- Jill confirmed who is attending the County Officials Institute in Idaho Falls on May 2<sup>nd</sup>. IAC will be hosting the IACC Annual Conference in Moscow June 6-8 and we will need to register soon for those wishing to attend.

**Eric Hobson, Public Safety:**

- **Commissioner Mathews made a motion to convene and executive session pursuant to I.C. 74-206(f) at 9:56 a.m. Commissioner McCullough seconded the motion. Motion passed unanimously.**

**Commissioner Somsen suggested ending the executive session at 10:03 a.m. No decisions were made.**

- Eric led a discussion on the current snowpack which currently is between 160 and 176% when looking at all 4 Snowtel reports in the area. We are currently still gaining snow and forecast for more. We have surpassed the snow level for the most recent flood year in 2017 and are nearing the 1981 record. He still has sandbags available and will mitigate issues as they come up. Eric does have disaster paperwork ready if declaring a disaster is necessary.



**Nellie Askew, Planning & Zoning – Public Hearing:**

- **Commissioner Mathews** motioned to convene a Public Hearing at 10:16 a.m. to hear public comment regarding Ordinance # 2023-04, the proposed amendment for the caretaker split enacted by Ordinance 2020-01. **Commissioner McCullough** seconded the motion. Motion passed and the hearing began.
- Nellie presented the ordinance which would eliminate the affidavit portion of the code. She stated that the title companies are not willing to work with those who had the signed affidavit for legal reasons. The indented purpose of the code was being abused. It clarifies the language that allows a second dwelling on the residence without deeding the property. You would need the minimum required ground in each land classification to be able to build the second dwelling and retaining ownership of the ground.
- No public comment was heard.
- **Commissioner Mathews** made a motion to adopt Caribou County Ordinance #2023-04 amending Ordinance #2020-01 residence for commercial caretaker for Caribou County, Idaho. **Commissioner McCullough** seconded the motion. Motion passed and **Commissioners Somsen and McCullough** approved the Clerk to stamp their signatures on the approved ordinance.
- **Commissioner McCullough** made a motion to end the public hearing at 10:26 a.m. **Commissioner Mathews** seconded the motion. Motion passed.

**Nellie Askew, Planning & Zoning – Public Hearing:**

- **Commissioner McCullough** motioned to convene a public hearing at 10:31 a.m. to consider Ordinance 2023-05 repealing Ordinance #2021-02 that established Caribou County Code Chapter 12.20 Section 030 “Division of Agricultural Zoned Land”. **Commissioner Mathews** seconded the motion. Motion passed and the hearing convened.
- This ordinance repealed Caribou County Ordinance #2021-02 which had wording that conflicted with other current code and does not align with the Caribou County Comprehensive Plan.
- No public comment was heard.

- **Commissioner Mathews made a motion to adopt Ordinance 2023-05 that repeals Caribou County Code Chapter 12.20 Section 30. Commissioner McCullough seconded the motion and after no further discussion the motion was passed unanimously.**

**Commissioner McCullough made a motion to close the public hearing at 10:36 a.m. Commissioner Mathews seconded the motion. Motion passed.**

**Nellie Askew, Planning & Zoning & Rowdy Larkins, Building:**

- Nellie and Rowdy presented information about proposed Fold Out Homes (Prefab container home) and SIPS (Structural Insulated Panels) in the county. A video was presented showing how the Fold Out Homes are placed and discussion was held on their failure to meet building code including wind load, snow code, and the energy code. SIPS were discussed as a preferred option; they would still need to be re-engineered to meet building codes. Idaho Department of Building considers them a standard build and they are not classified as a modular home. The issues include longevity of the structure, wind and snow loads as well as not meeting the energy code for our area. Commissioner agreed that county code must be followed before any buildings would be approved.
- Rowdy forwarded an email showing the fee proposal from Booth Architecture PLLC for work on the Event Center & Fire Department Bay in Grace. The proposed fee is \$109,700 and needs approval for the project to advance. The board is concerned with the amount and asked Rowdy to get a few answers before final approval.
- Rowdy presented an invoice for Mechanical Solutions Corporation for \$2,191.02 for the Supply LG control boards for the HVAC at the courthouse.

**Commissioner McCullough motioned to approve payment of Mechanical Solutions invoice #21817634 for the 6 HVAC control boards at a cost of \$2,191.02. Commissioner Mathews seconded the motion. Motion passed.**

**Nellie Askew & Blair Rindlisbaker, Planning and Zoning:**

- **Commissioner Mathews made a motion to convene and executive session pursuant to I.C. 74-706(b) at 11:09 a.m. Commissioner McCullough seconded the motion. Motion passed and the session began.**

**Commissioner Somsen suggested ending the executive session at 11:25 a.m. No decisions were made.**

**Other:**

- **Commissioner Mathews made a motion motioned to approve the minutes of 3/13/2023 and 3/20/2023 as presented, the claims approval report in the amount of \$204,514.34, and the payroll claims in the amount of \$186,834.60. Commissioner McCullough seconded the motion. Motion passed unanimously.**
- Commissioner Somsen, acting as board chair, signed Pebble Creek Subdivision Plat that was approved in a previous commissioner meeting.
- The meeting adjourned at 11:28 a.m. The Caribou County Board of Commissioners will meet again on April 10, 2023 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chair

  
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Attested: Jill Stoor, Clerk

  
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**Approved Payment of Bills**

<b>MAR. 27, 2023</b>	<b>Claims</b>	<b>Payroll</b>
Current Expense	\$ 60,971.04	
Indigent	\$ 2,073.59	
Road & Bridge	\$ 27,167.30	
Special Highway		
Justice	\$ 65,312.67	
Weed Control	\$ 1,774.02	
Solid Waste		
Reappraisal	\$ 1,075.24	
Health	\$ 465.50	
Hospital M&O		
Ambulance	\$ 696.30	
Parks & Recreation	\$ 398.21	
Tort		
County Fair		
County Court Facility		
District Court	\$ 1,071.21	
Court Services		
Juvenile Justice	\$ 3,298.12	
Veteran's Memorial		
Mineral Leasing		
PILT	\$ 10,350.14	
Water District		
TV Translator		
Landfill		
Bailey Creek Fire District		
Freedom Fire District		
Auditor's Trust		
Adult Probation Fee		
Diversion Education Trust		
Juvenile Housing Trust		
Consolidated Election	\$ 1,512.94	
Court Trust		
Centennial Trust		
College Trust	\$ 1,600.00	
Treasurer's Trust		
ID Trust		
Concealed Weapon's Trust	\$ 719.25	
Motor Vehicle Trust		
911 Trust Fund	\$ 20.00	
Public Safety Trust		
Weed Control Trust		
Historical Society Trust		
Youth Court Trust		
Vessel Account		
Remittances	\$ 26,008.81	\$ 186,435.60
<b>Grand Total</b>	<b>\$ 204,514.34</b>	<b>\$ 186,435.60</b>



# CARIBOU COUNTY COMMISSIONER'S AGENDA

**Date: 03/27/2023**

ACTION ITEMS / BUSINESS

Time	Name of Person/Party	Concerning
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge
9:30 AM	J. Adam Mabey	Sheriff
9:45 AM	Jacob Farnes	IT / GIS
10:00 AM	Eric Hobson	EMS/Executive Meeting 74-206 (F)
10:15 AM	Nellie Askew	Planning & Zoning - Public Hearing : Code Amendment Caretaker
10:30 AM	Nellie Askew	Planning & Zoning - Public Hearing Repealing Minor Land Division Ag
10:45 AM	Nellie Askew	Planning & Zoning - Signing Plat (Korey & Shawna Miller)
11:00 AM	Nellie Askew & Blair Rindlisbaker	Executive Meeting 72-74-206 (B)
11:15 AM		
11:30 AM	Rowdy Larkins & Nellie Askew	Building/Planning & Zoning (Fold-Out & SIP Homes) & Event Center
11:45 AM		
12:00 Noon	Jill Stoor	Clerk
12:15 PM	LUNCH BREAK	
1:15 PM		
1:30 PM		
1:45 PM		
2:00 PM		
2:15 PM		
2:30 PM		
2:45 PM		
3:00 PM		
3:15 PM		
3:30 PM		
3:45 PM		
4:00 PM		
4:15 PM		
4:30 PM		
4:45 PM		
5:00 PM		

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

Donation Letter - Cassidy Cook

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