

COMMISSIONER MEETING OF May 13, 2024

The Caribou County Commissioners met in regular session on May 13, 2024 at 9:00 a.m. Those in attendance were:

Mark Mathews, Commissioner Chairman
Marty McCullough, Commissioner
Jill Stoor, Clerk
Doug Wood, Prosecutor
Angie Mendenhall, Treasurer
Sharlene Simons, Deputy Clerk
Kevin McLain, Road & Bridge
Eric Hobson, Public Safety
Rowdy Larkins, Maintenance/Building Dept.
Dwight Lloyd, Weed Control

Nellie Askew, Planning & Zoning
Aaron Cook, Assessor
Taylor Askew, Road & Bridge
Justin Hatch, Extension Office
Maggie Mann, SEI Public Health
Tyler Shepherd
Alan Skinner, City of Soda Springs
Brandon Hall, The Idaho Enterprise
Michelle Martin

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

Kevin McLain, Road & Bridge:

- Kevin shared that last week they finished putting the millings down on Hegstrom Road as well as widening and raising it up; they will finish with a chip seal.
- He shared that the owners on Cow Camp Road asked if they could plow the road themselves in the winter. It was suggested that Doug write something up in case they cause damage.
- Kevin mentioned that the people with Village Road asked if the county is ready to adopt it. Kevin felt that it needs a lot of work to be done before it will be adopted. Jill stated that FY 23 and 24 winter maintenance has not yet been paid to the county.
- The Blackfoot River Road project is on hold right now and bidding will need to be repeated. It could potentially be as late as next spring before the work will be started.
- The fuel trailers can't be use for oil tankers they are too old and are aluminum and they won't hold up to the heat. Kevin suggested keeping them for fuel and will look for something else to use for oil.
- The road grader with transmission problems is in Pocatello. The estimate to fix it came in at \$54,869 and of that \$34,870 is for labor and the parts are \$18,000. If the county wants a certified transmission repair with a 3-year, 3000-hour warranty, they recommend doing a tandem axle, that would cost an additional \$11,000. A quote for complete restoration of that machine with a full warranty came in at \$250,000 with a warranty of 5-years, 5000-hours. Commissioner Mathews asked about trading it in and Kevin mentioned he would check in to that.

- Taylor Askew spoke about 5 trucks that are near or passed the mileage for needing overhead. To do the overhead, Taylor mentioned he would need to purchase a couple of specialty tools, plus some filters are needing replaced and this would total \$913.88 for all 5 trucks.
He has a grader with an operator sensor in the seat and it doesn't work right now without a sensor. A new seat would cost \$2919.00, however there is a less deluxe seat for \$1900. The Board suggested purchasing the correct seat.
One of the snowplows was starting to run bad, the #2 injector is out of it. Quotes to replace all 6 injectors and has exhaust issues and parts quotes came in at \$7500 from Kenworth, and a quote from Rush International is about \$11,000. A side-by-side plow needs some work and a quote came in from Viking for \$2500. Taylor questioned if it is worth fixing? Commissioner Mathews was ok to have the engine work done.
- **Commissioner McCullough made a motion to convene an executive session pursuant to I.C.74-206(a) 9:25 a.m. Commissioner Mathews seconded the motion. Motion passed unanimously and the executive session convened.**

Commissioner McCullough suggested ending the executive session at 9:35 a.m. No decisions were made.

Eric Hobson, Fire & Ambulance:

- Eric began by saying that they had heard back from the Office of Emergency Services from the State. The EMPG pays for Eric and Linda's salary and the HSHP is used for preparedness money and is what they pay for their radios with. There will be a 30% cut for budget for next year.
- He talked about the seismic plan, the State has offered to come back and redo the plan. Do we want to do this again? Commissioner Mathews thought that this should be up to Eric.
- Eric shared the fire season for the future. The Weather Service is predicting another dry season.
- Contracts came in for the All Hazard Mitigation update. The bids for contractors are Easy Management Solutions from Rexburg and Consultant Totorium from Colorado and Eric stated that both are very qualified. \$35,000 bid from Easy Management and Consultant Totorium bid is \$34,783.00. He is leaning toward the Easy Management Solutions and they can finish in 6 months.

Commissioner McCullough made a motion to accept the of \$35,000 bid from Easy Management Solutions from Rexburg, Idaho for the All Hazard Mitigation Plan Update and funds coming from the Hazard Mitigation Program Grant. Commissioner Mathews seconded the motion. Motion passed unanimously.

- Eric shared a new Family Emergency Preparedness Guide.

- Commissioner Mathews asked about ambulance response times, Eric said it averages about 13 minutes to be on scene. He stated that they should be staffed at 60 and are at 32 right now.

Rowdy Larkins, Courthouse Maintenance/Building Department:

- Rowdy shared a quote to fix the bricks on the back of the courthouse. Hamilton Masonry quoted \$1300. He also got quotes for the cinderblock building at \$32,000 and the addition at \$5800. He is waiting to see if he needs to go through Lundahl's first.

Commissioner McCullough made a motion to accept the bid from Hamilton Masonry for \$1,300 to remove and replace the brick on the back entry and repair mortar on the front entry of the courthouse. Commissioner Mathews seconded the motion. Motion passed unanimously.

Dwight Lloyd, Weed Control:

- Over the winter W,1 the dodge truck he drives, developed a click in the motor. He wasn't impressed with the shop bid and then Dwight talked to Taylor Askew from Road & Bridge to see what he thought was wrong. Taylor thought it was a lifter. This is a metal item meaning there would need to have motor work done. Ford gave a price for a new truck, but Dwight felt he didn't have the money for a new truck right now.

Commissioner Mathews suggested to get a bid to trade in and a repair bid from West Motor.

- Dwight was doing some weed control/burning and a railroad tie caught on fire. He was able to extinguish it himself. All is well, he wanted the Board to be aware of this.
- He spoke with the Board about the new hires he is needing.
- Daz will order a new printer and Dwight is still needing the addressing program. It was suggested for Dwight to have Daz install that.

Nellie Askew, Planning & Zoning:

- **Commissioner McCullough motioned to convene a Public Hearing at 10:15 a.m. regarding the amendment to change the zoning classification for Chuck (Ryan) Shepherd and Misty Smith's property from Agricultural 1 (AG1) to Community Commercial Zone (C2). Commissioner Mathews seconded the motion. Motion passed and the hearing began.**
- Nellie shared that Chuck (Ryan) Shepherd and Misty Smith are seeking approval for a Zone Amendment to rezone their property located at 690 US HWY 30, Soda Springs, Idaho 83276 within the Area of Impact of the City of Soda Springs. The proposed amendment would change the zoning classification of their property from Agricultural 1 (AG1) to Community Commercial Zone (C2).

She shared that the staff recommends approval of the Zone Amendment based on compliance with Caribou County Code 13.52.100, Caribou County Comprehensive Plan, City of Soda Springs Comprehensive Plan, City of Soda Springs Future Land Use Map, the recommendation made by the City of Soda Springs, and the recommendations of the County Planning & Zoning Commission with the conditions all utilities are installed and access to property is accessible to EMS/Fire prior to occupancy of any structure.

- Ryan Shepherd, mention that they are trying to clean the property up and to provide additional units. He has worked with the canal company, ITD, and the Public Health Department.
- Doug brought up a concern the city has about the bridge being able to support the weight of a fire/emergency response.
- No Public comment was heard.
- **Commissioner McCullough made a motion to approve the zone amendment of Ryan Shepherd & Misty Smiths property located at 690 US HWY 30 in Soda Springs Idaho within the Area of Impact of the City of Soda Springs changing the zoning classification of their property from AG1 to C2 contingent on recommendation from planning and zoning and noting that the letter from the City is not included due to a deadline that was not met. Commissioner Mathews seconded the motion. Motion passed.**
- **Commissioner McCullough made a motion to end the public hearing at 10:19 AM and enter back into regular session. Commissioner Mathews seconded the motion. Motion passed.**

Tyler/Maggie Mann, SEI Public Health:

- Maggie Mann shared the budget proposal from the Board starting July 1 2024, - June 30, 2025. She shared that their budget hearing will be in 10 days which will be May 23, 2024 at 9:30 AM at the Pocatello Office. A Proxy was designated for Commissioner McCullough to attend.
- Maggie then shared their FY2025 Budget Funding Composition, a 10 Year Lookback, a Summary of County Contributions Changes (Based on SIPH Fiscal Year,) FY 2025 County Funding Request – County Aid and Reasons for the Contribution Changed by County. Other items shared were: Population and Market Value Changes, itemized Budget Request for FY 2025 7/1/2024 – 6/30/2025, Public Health Programs, and HB316 – Budget Hearing Change. In total the request for Caribou County is \$123,496.
- Although it is an increase Maggie asked if this looks like something Caribou can support? The Board agreed.

Nellie Askew, Planning & Zoning:

- **Commissioner McCullough motioned to convene a Public Hearing at 10:45 a.m. regarding the Natural Resource Plan, Resolution 2024-03. Commissioner Mathews seconded the motion. Motion passed and the hearing began.**
- Nellie began by sharing the Caribou County Natural Resource Management Plan document. This is a guiding document, so it will be approved under a Resolution.
- There was no public comment.

Commissioner McCullough made a motion to adopt resolution 2024-03 a resolution to adopt the 2024 Natural Resource Management Plan for Caribou County Idaho. Commissioner Mathews 2nd the motion. Motion passed.

- **Commissioner McCullough made a motion to end the public hearing at 10:48 a.m. and resume regular session. Commissioner Mathews seconded the motion. Motion passed.**

Nellie Askew, Planning & Zoning:

- Nellie wanted to talk to the Board about the Ag Protection Bill which aims to provide a framework for establishing voluntary agricultural protections areas in Idaho. The bill declares an emergency and sets an effective date of July 1, 2024, allowing for the implementation of the Agricultural Protections Area Act statewide.

Nellie asked the Board and Doug to read the bill to see if it needs to be encompassed by the P&Z. There would be an application to put ground in to an Ag reserve for as small as 5 acres and up and for either 10 or 20 years. She is needing to know what direction to go with this. There is no tax benefit yet. Commissioner Mathews thought it was for urban sprawl like for Ada County. Jill mentioned this would be discussed more at the clerks and commissioner's meeting in June.

Angie Mendenhall, Treasurer:

- Angie has some Mobile Home Tax Cancelations she needs to take care of. There are 2 trailers that she has no idea where they are. She received unsatisfied return of service on both of them because there is no trailer so there is nothing to sell. She is asking the board to cancel taxes on the 2 Mobile Homes.

Commissioner McCullough made a motion to cancel Parcel # mh92060 for 2021-2023 for the amount of \$234.22 and Parcel # mh94620 for the years 2019-2023 in the amount of \$442.31. Commissioner Mathews seconded the motion. Motion passed unanimously.

Aaron Cook, Assessor:

- Aaron presented an update on county values for 2024.
- Aaron came in to give the board a heads up before assessments go out. Values have stayed strong. Over the last couple of years there has been a change. Soda Springs values went up last year and now Grace and Bancroft will see an increase this year. Ag values have stayed the same. The biggest increase will be Bancroft and then Grace.
He then shared a spreadsheet showing the Value vs Levy rate change.
- Assessment notices will change slightly, on the bottom it will be by taxing district and then compared with prior years. The State legislature passed that change last year. He is planning on mailing these notices by the 29th.

Justin Hatch, Extension Office:

- Justin came to talk about a new computer for Lisa. The current computer will no longer support some programs by October. He presented 2 bids, one for \$1069 and the other for \$1379. Justin favored the newer model.
- **Commissioner McCullough made a motion to approve a computer for the Extension Office for up to \$1400. Commissioner Mathews seconded the motion. Motion passed unanimously.**

Doug Wood, Prosecutor:

- Doug mentioned that a letter received today needs to be put on the agenda for next meeting.

Jill Stoor, Clerk:

- Republican Central Committee is meeting today for recommendations for Coroner. Dr Housley has been named by Judge Brower as the interim coroner. Torey Danner from Bannock County will help with interim and volunteered to help facilitate training for the new coroner. There was concern from a candidate about having training available. Jill asked if she needs to prorate the prior Coroner's final payment and Deputy Coroner for 3 days. It was agreed to have her do this.
- Jill presented an Adobe invoice for Daz that needs approval.

Commissioner McCullough made a motion to enter in to a Service Agreement with Adobe Inc. in the amount of \$3399.48 Commissioner Mathews seconded the motion. Motion passed unanimously.

- Ally needs purchase approval on a quote from Safety Supply and Sign Co. for the new sign numbers.

Commissioner McCullough made a motion to accept the quote from Safety Supply and Sign Co for the purchase of new sign numbers in the about of \$1246.00. Commissioner Mathews seconded the motion. Motion passed.

- A MOU from Justin Steele that needs a signature was presented. It is an MOU with Community Based Alternative Services and Substance Use Disorder Services Programs.

Commissioner McCullough made a motion to enter into a Memorandum Of Understanding with Community Based Alternative Services and Substance Use Disorder Services Programs. Commissioner Mathews seconded the motion. Motion passed unanimously.

- Idaho Association of Commissioners and Clerks Convention is June 4-6th and will need reservations. Commissioner Mathews asked Jill to sign him up but he may cancel depending on his schedule. Commissioner Somsen has previously confirmed attending.
- Jill presented a budget question concerning payroll and the option of including comp time and overtime when calculating future overtime. She asked what to included? It was decided that everything but sick time be included and those changes will need to be amended in the policy manual.
- Jill shared that at the County Officials Institute she understood that county elected officials are not to receive bonuses and asked if those amounts should that be added to the compensation. This will be discussed later.
- She needs to start working on spread sheet for raises. It was decided to wait for Commissioner Somsen to be here. Commissioner Mathews suggested having Jill prepare the same spreadsheet as she did last year to show options.
- Discussion was held on funds and timing on the building of the event center. The board anticipates ground breaking in the beginning of July. The 3.8 million budget has 1.9 coming from Federal Funds. She would like to see those federal funds spent in one fiscal year. She shared that the funds are currently in a trust fund and questioned whether or not to include them in the FY2025 budget. The board suggested leaving them in the trust for the immediate future. Jill informed the board that there was a line item created for the event center in P.I.L.T. for tracking purposes. That line can be reimbursed with ARPA funds.

Other:

- **Commissioner McCullough made a motion to approve the minutes of 04/22/2024 as presented, the minutes of 05/1/2024 as presented, the claims approval report in the amount of \$287,189.48 for 05/09/2024 and the payroll claims in the amount of \$336,535.77 for 04/30/2024. Commissioner Mathews seconded the motion. Motion passed unanimously.**
- The meeting adjourned at 11:26 a.m. The Caribou County Board of Commissioners will meet again on May 28, 2024 at 9:00 a.m. for regular meeting.

Signed: Mark Mathews, Commissioner Chair



Attested: Jill Stoor, Clerk


