

COMMISSIONER MEETING OF June 24, 2019

The Caribou County Commissioners met in regular session on June 24, 2019 at 9:00 a.m. Those in attendance, Commissioner Chairman Phil Christensen, Mark Mathews and Bryce Somsen Commissioners. Also in attendance were Caribou County Clerk Denise Horsley, Deputy Clerk Jessica Zander, Caribou County Prosecutor Doug Wood, Road and Bridge Supervisor Kim Spencer, Leadman Brett Barfuss, Caribou County Public Safety Director Eric Hobson, EMS Director Larry Weaver, Caribou County Assessor Aaron Cook, Landfill Supervisor Jayson Lower, Weed Supervisor Dwight Lloyd, Caribou County Sheriff Kelly Wells, Chief Deputy Matthew Galloway, Computer & GIS Supervisor Jacob Farnes, Maintenance Supervisor and Building Inspector Blake Poulsen, Probation Supervisor Justin Steele, Caribou County Coroner Darrin Sims, Indigent Director Donna Ledbetter, Sharlene Simons, Lisa Barfuss, Justin Hatch and Terri Stephens.

The meeting opened with the pledge of allegiance and prayer.

Kim Spencer, Road and Bridge:

- Kim has 4 items that he would like to purchase after the new budget year begins. He would like to get a 4-wheel drive snowplow, grader, backhoe, and a roller.
- Commissioner Somsen asked if Kim is planning on resurfacing Blackfoot River Road. He would need to get a laying machine if he is going to try to resurface numerous roads rather than putting an overlay on them. Commissioner Somsen said he believes several of the roads in the county need to be resurfaced. Commissioner Christensen said the Chesterfield Highway also needs done. He has noticed that is continually getting worse.
- Kim has heard that they are having good results with their laying machine in Franklin County.
- Kim said if the Commissioners would rather him get a laying machine, he could put off getting another backhoe.
- His other budgets have basically remained the same.

Eric Hobson and Larry Weaver, EMS & Fire:

- The biggest change for their budget is moving funds from the patient transfer line to the EMT compensation line since the EMT's are paid out of payroll now.
- Eric proposed that we consider doing some building expansions. He would like to place a county owned ambulance barn in Grace and Bancroft.
- Eric said a current rough estimate would be \$80,000 per building. It is difficult to get a solid bid right now due to supply and demand. Expanding our fire services would also help improve our ISO scores. County residents may qualify for lower premiums on their homeowners insurance. The buildings would have to be insulated and have power, water and heat.

- Commissioner Christensen asked where Eric would put the buildings. Eric said by the fairgrounds in Grace and he isn't sure where in Bancroft yet. Commissioner Christensen doesn't think there is very much land availability in Bancroft. Commissioner Mathews said they will table the idea for now.
- Commissioner Christensen said Southeastern Idaho Economic Development 4-County Alliance would like to reserve the fire station after the 4-County meeting on July 17. It was later discovered that the fire station is already reserved for the LEPC meeting. The 4-County and the 4-County Alliance meetings will be held at the Courthouse.

Aaron Cook, Assessor:

- Aaron increased his telephone line item by \$100.00 on the Assessor budget.
- On the reappraisal budget, he increased medical, vision, and dental insurance in case his new employee adds family members to their plan.
- He increased his maintenance agreement line item by \$1000 to cover his sketching program. The Information Technology budget previously covered this cost, but they no longer have the need to budget for this.

Jayson Lower, Solid Waste Supervisor:

- Jayson lowered the revenue line for outbound cardboard from \$1,000 to \$0.
- Last year he didn't have the line item of \$25,000 for transferring M&W and he would like to add it just in case.
- Jayson asked if we are set up to receive payments through a funds transfer. Ifafos wants to start paying this way rather than issuing checks. Denise advised him to get with Angie.

Dwight Lloyd, Weed:

- Dwight has given out more Dyer's Woad bags than he had budgeted for. He may not receive all of them back, but just in case he does he has funds available in his weed trust to cover the overage. The Commissioners said that would be fine, they want to keep the community motivated on this project.
- Dwight would like to purchase another pickup for when they are spraying. They need to be able to haul all the side by sides. The Commissioners told Dwight to do some shopping around. They would rather him get another truck instead of worrying about buying a building.

- Dwight said they are done spraying in Grace and Bancroft is close to being done. They will be moving out north soon.

Kelly Wells, Sheriff

- On the Sheriff's budget, they are requesting an increase on the Christmas bonus line to cover all the positions.
- They would also like to raise the patrol overtime line from \$20,000 to \$30,000. In the past, holidays that employees work haven't been figured in on the overtime. They also would like to increase the dispatcher overtime from \$20,000 to \$25,000. They need enough to cover any overtime to allow employees to use their vacation time.
- The software support line item needs increased to \$11,000 up from \$5,000.
- They need to add another vehicle to their fleet for the detective position. They also have 3 Tahoe's coming. Wells explained that they are closely monitoring the costs associated with leasing versus purchasing to make sure leasing is the better option.

Jacob Farnes/ Terri Stephens, IT &GIS:

- Jacob requested to transfer some money to supplies from network hours. Terri Stephens said \$10,000 would be appropriate. Commissioner Mathews suggested to equally split the \$10,000 between supplies and capital outlay and purchase computers with capital outlay.
- Jacob asked for a \$10 increase for his monthly phone charges.
- Jacob explained that they would like to be able to allow the public to have online access to recorded documents, property values and property tax information. He would like to hold off on this for at least another year. Terri is still working out some details with Laser Fiche.
- Terri explained that Laser Fiche no longer supports Affinity and we should upgrade to Connector. Commissioner Somsen said we should do the upgrade if the software that we are using is no longer supported.
- Jacob would like to purchase a new storage facility. He is expecting the cost to be approximately \$20,000. His main goal is keep our data safe and protected. Denise explained that she increased his capital outlay budget to \$30,000 from \$25,000.

- Jacob explained that we need to purchase a new GIS server. This will help the Assessor or Jacob update the dispatch system. He is asking for \$18,000 for this purchase. The request has been made to have this done sometime in August. He will see if an extension can be granted for October when the new budget year starts.

Blake Poulsen, Building Inspector:

- Blake explained this his budget amount is not changing. He has shifted funds around.
- Blake noticed that the windows at the courthouse need cleaned. He got a bid for \$850. The Commissioners said that price seems reasonable.
- Blake also got a bid to have the tree removed at the south end of the courthouse. The bid came in at \$1700. Commissioner Somsen suggested that Blake speak to Randy at US Bank about the removal of the tree to avoid any problems. The Commissioners were all in favor of the tree being removed.
- Blake presented his building report for 01/14/19 to 06/21/19. He has issued 3 agricultural permits with a total value of \$140,000. 4 new residences have been issued permits with a total value of \$861,900. Fees collected \$6,227. 2 manufactured homes have been permitted with a permit fee totaling \$150. 5 accessory buildings valued at \$118,000 with fees collected of \$1366. 2 solar panels with fees collected of \$225.00 1 horse arena valued at \$260,000 with fees collected of \$1888 and 1 industrial permit valued at \$2,445,450 with fees collected of \$10,884. 3 permits issued in the city limits. The county collected \$2792 for our share.

Justin Steele, Probation:

- The only notable change is Justin would like to move \$10,000 from pre-trial to capital outlay.

Doug Wood, Prosecuting Attorney:

- Doug would like to be able to give his full-time employee a raise. Paralegal positions can pay up to \$90.00 per hour. He feels she deserves a substantial raise due to her performance and longevity with the county. He would like to raise her salary from \$34,610 to \$39,700.
- Doug would also like to allow his part-time employee to become PERSI eligible. He is asking for her weekly hours to be increased to 21 hours per week. She has been typically working 19.75 hours per week. The requirement for PERSI is 20 hours per week.

- Doug is also requesting a raise for himself. The Commissioners recently approved an increase for the public defender so Doug thought he should be eligible for a raise too. He is proposing that his salary be increased by \$7,000.

Angie Mendenhall, Treasurer:

- Angie was not in attendance so the Clerk presented the Treasurers budget.
- Angie is requesting an increase for her chief deputy's salary of \$910.
- Angie would also like to add a new line item for an employee to work 3 weeks in June and 3 weeks in December to help during tax collection. The salary would be \$3,000 for all 6 weeks.
- Angie also lowered her travel and mileage budget by \$1400 to \$2000.

Justin Hatch and Sharlene Simons, Extension:

- Justin is asking for a \$250 increase for travel. He has been attending a lot of meetings.
- He is also requesting a \$500 increase on capital outlay.
- They would still like to purchase a newer vehicle. The Trail Blazer is still having mechanical issues. The Commissioners recommended that they trade it in on something newer. The Commissioners said to try to find a vehicle in the \$15,000 range.
- Commissioner Somsen motioned to pre-approve up to \$15,000 including the trade-in for the purchase of a vehicle for the Extension Office. Commissioner Mathews seconded the motion. Motion carried.

Darrin Sims, Coroner:

- Darrin would like to purchase a camera for the Coroner's Office. He has the funds available in his current budget.
- Denise explained to Darrin that we will be giving his Deputy Coroner a one-time bonus of \$100 and a Christmas Bonus of \$100. We give the summer hires a \$50 Christmas bonus so it only seems fair to treat his Deputy Coroner as a permanent part-time employee.

Donna Ledbetter, Indigent:

- Donna asked for the standard releases be signed on Cases 2019-16 and 2019-17. The appeal period has expired on both.

- She has received a new case, 2019-19. She asked the Commissioners to sign the standard lien for recording.
- She has met with the applicant for case 2019-19 and has determined that she is not medically indigent.
- Commissioner Somsen motioned to deny Case Number 2019-19 as the applicant has been determined to be not medically indigent. Commissioner Mathews seconded the motion. Motion carried.

Denise Horsley, Clerk:

- Denise is requesting a raise on clerical salary for the Clerk's budget of \$2,923. She also lowered the leave indebtedness by \$3,000.
- Decreased machine maintenance by \$2,325.

Denise Horsley, Election Budget:

- Decreased miscellaneous salary by \$7,720.

Denise Horsley, District Court:

- She is requesting a raise in clerical salary of \$2,000. She decreased the overtime pay by \$2,000.

Denise Horsley, Commissioners:

- She raised health insurance by \$10,831 to cover premium increase and added spouses.
- Commissioner Mathews asked that travel be decreased by \$2,088 to \$10,000.

Denise Horsley, Planning and Zoning:

- Clerical salary will be increased to \$32,900. Also added insurance and payroll expenses to cover a full time position.
- Add Christmas bonus of \$200 and one-time bonus of \$200.
- Increased travel, meals, and mileage by \$1400.

Denise Horsley, Sundries:

- State unemployment increased by \$2,000 to cover EMT's now being paid out of payroll.

- The auditor's contract should be increased by \$2500.
- Decreased legal publications by \$400.

Denise Horsley, Parks and Recreation:

- She decreased special projects by \$6,000.
- Freedom Park decreased by \$7,750.

Denise Horsley, Tort:

- She increased worker's compensation to \$185,000.
- She increased insurance premium by \$11,083 and decreased deductible by \$5,000.

Denise Horsley, Veteran's Memorial:

- Increased wage by \$210.

Denise Horsley, PILT:

- Increased dues by \$201.
- Increased miscellaneous donations by \$5,000.

Denise Horsley, Health:

- Increased appropriation by 3%, which is \$2,000.

The total budget will be increased by approximately \$291,000.


Other:

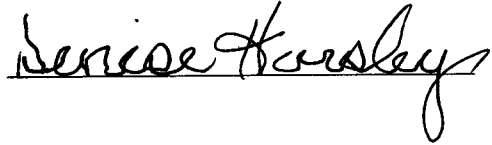
- Commissioner Mathews moved to pay the claims and remittances in the amount of \$512,491.70 and payroll claims in the amount of \$183,574.51 and to approve the minutes of June 10, 2019 as amended. Commissioner Somsen seconded the motion. Motion carried.
- Commissioner Mathews motioned to approve a beverage license for The El Toro Mexican Restaurant and to transfer the current beverage license at the Oregon Trail Country Club to the new golf pro. Commissioner Somsen seconded the motion. Motion carried.

- The meeting adjourned at 02:45 p.m. The Caribou County Board of Commissioners will meet July 8, 2019, at 9:00 a.m. for regular meeting.

Signed: Phil Christensen, Commissioner Chairman

Attested: Denise Horsley





Approved Payment of Bills		
24-Jun-19	Claims	Payroll
Current Expense	\$ 4,576.05	
Indigent	\$ 4,384.38	
Road & Bridge	\$ 72,482.34	
Special Highway		
Justice	\$ 27,528.35	
Consolidated Election		
Weed Control	\$ 5,950.31	
Solid Waste	\$ 2,815.40	
Reappraisal	\$ 6,675.00	
Health	\$ 1,583.61	
Hospital M&O		
Ambulance	\$ 3,086.97	
Parks & Recreation	\$ 303.90	
Tort		
County Fair		
County Court Facility		
District Court	\$ 925.71	
Court Services		
Juvenile Justice	\$ 252.26	
Veteran's Memorial		
Mineral Leasing		
PILT	\$ 164.15	
Idaho State Treasurer	\$ 60.00	
School District #148	\$ 24,488.57	
Central Cemetery	\$ 965.78	
Fairview Cemetery	\$ 4,272.28	
Freedom Cemetery	\$ 85.61	
Grace Cemetery	\$ 905.93	
Lago Cemetery	\$ 72.45	
Lund Cemetery	\$ 273.48	
Thatcher Cemetery	\$ 91.82	
Turner Cemetery	\$ 80.88	
School District #149	\$ 51,823.04	
School District #150	\$ 78,066.40	
School District #21		
City of Soda Springs	\$ 78,474.55	
City of Bancroft	\$ 26,953.92	
City of Grace	\$ 11,859.98	
Bancroft Cemetery	\$ 1,347.55	
Lava Cemetery		
Grace Free Library	\$ 2,076.95	
TV Translator	\$ 2,180.98	
Caribou County Solid Waste	\$ 11,253.86	
Bailey Creek Fire District	\$ 32.36	
Freedom Fire District	\$ 214.40	
Waterways		
Tax Deed Excess Funds		
Farmers Land & Irrigation LID		
Bailey Creek Fire District		
Freedom Fire District		
Auditor's Trust		
Road & Bridge Trust		
Odyssey Court Payments	\$ 70.00	
Adult Probation Fee		
Diversion Education Trust		
Juvenile Housing Trust		
Water District		
Court Trust		
Centennial Trust		
College Trust	\$ 4,300.00	
Treasurer's Trust		
ID Trust		
Concealed Weapon's Trust		
Motor Vehicle Trust	\$ 80,360.37	
911 Trust		
Public Safety Trust		
Weed Control Trust		
Drug Court Trust		
Youth Court Trust		
Sheriff's Sale Excess Funds		
Soft Cost & Video Arraignment	\$ 1,452.11	
Vessel Account		
Grand Total	\$ 512,491.70	\$ 183,574.51

CARIBOU COUNTY COMMISSIONER'S AGENDA

Date: 6/24/2019

ACTION ITEMS / BUSINESS

This Meeting is for Budget if you need to meet with the Commissioners get on the afternoon agenda

Time	Name of Person/Party	Concerning
9:00 AM	Bills & Minutes	
9:15 AM	Kim Spencer	Road & Bridge - Budget / Grader
9:30 AM	Eric Hobson/Larry Weaver	EMS & Fire - Budget
9:45 AM	Aaron Cook	Assessor-Budget
10:00 AM	Jayson Lower	Landfill - Budget
10:15 AM	Dwight Lloyd	Weed - Budget
10:30 AM	Kelly Wells	Sheriff - Budget
10:45 AM		
11:00 AM	Jacob Farnes/Terri Stephens	Computer - Budget
11:15 AM	Blake Poulsen	Building / Courthouse Budget
11:30 AM	Justin Steele	Probation - Budget
11:45 AM	Doug Wood	Prosecuting Attorney - Budget
NOON	LUNCH	
1:00 PM	Angie Mendenhall	Treasurer - Budget
1:15 PM	Sharlene Simons	Extension-Budget
1:30 PM	Darrin Sims	Coroner - Budget
1:45 PM	Donna Ledbetter	Indigent
2:00 PM	Denise Horsley	Clerk - Budget
2:15 PM	Denise Horsley	Other - Budgets
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)

B.O.E.

Transfer Beverage License - Golf Club

New Beverage License - El Toro

Amended Public Defense Grant

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