

**Bear Lake County Commissioners' Special Meeting
February 2, 2024
Commissioners' Chambers – Paris, Idaho**

The Board of Bear Lake County Commissioners met for a special meeting at 9 a.m. Friday, February 2, 2024, in the Commissioners' Chambers in Paris, Idaho. Video access to the meeting also was available via Zoom. Members present were Commissioner Rex L. Payne, Commissioner Wynn S. Olsen and Amy Bishop, Clerk of the Board. Also in attendance were County Superintendent Todd Boehme, County Maintenance Professional Tyson Boehme and Deputy Clerk Paul Christiansen.

Commission Chairman Bradley D. Jensen and County Attorney Adam McKenzie were excused due to other obligations.

APPROVAL OF AGENDA – ACTION ITEM

MOTION: Commissioner Olsen made a motion to approve the meeting agenda. The motion received a second from Commissioner Payne. The motion carried.

BEAR LAKE COUNTY EXTENSION OFFICE PROJECT BIDS – ACTION ITEMS

Since the Board's last regular meeting, held on January 8, 2024, County Attorney Adam McKenzie had determined the county, under Idaho law, needed to solicit bids for the individual facets of the largescale remodel project that was planned for the Bear Lake County Extension Office building. The total cost of the project is planned to come in well above the \$50,000 threshold that requires the county to solicit bids for each individual portion of the overall project.

McKenzie had relayed that information to the Board and to Bear Lake County Maintenance Professional Tyson Boehme, and Boehme had sent out the required bid solicitation requests. Boehme said that through his discussions with the attorney, it had been decided that he would contact three vendors for each project sub-area. Under Idaho statute, any project facet cost that is under \$25,000 does not require the vendor to hold a public works license, he said.

Boehme said he had kept detailed notes reflecting each vendor that he had contacted, in what manner he had contacted them and when he had sent his communication.

INSULATION SUBCATEGORY

Boehme said he contacted local company Argyle Bros Insulation. The company had returned a bid of \$14,945 for the removal of all existing insulation in the rec room area of the building and for the application of foam insulation that will remove damaging weight from the acoustical tile ceiling.

For an additional \$6,055, Argyle Bros will conduct the same repairs in the office space area of the building and will, in turn, provide sufficient insulation in areas of the building where no insulation currently exists. With the office area addressed, Argyle Bros' total bid comes in at \$21,000, Boehme said.

Boehme said he also had solicited a bid from local vendor Bruce Hillman. Hillman had not returned a bid before the cutoff at 5 p.m., February 1, 2024.

The third vendor Boehme contacted was George Marshall of Apex Insulation, located in Cache Valley, Utah. Marshall had provided a bid of \$21,870 to complete insulation work in the entirety of the building, Boehme said.

Commissioner Olsen noted that Marshall, in his bid, had mentioned potential rebates up to \$1,100. However, no mention was made of how these rebates were to be obtained or through what entity they would be available. He asked if Argyle Bros in their discussions with Boehme had mentioned any rebate availability.

Boehme said Argyle Bros had not mentioned any rebates to him, but if the Board chose to approve the Argyle Bros bid, he will work to get any sort of reimbursement for which the county is eligible.

MOTION: Commissioner Olsen made a motion to approve the lowest bid of \$21,000 from Argyle Bros and have Bear Lake County Maintenance Professional Tyson Boehme work with Argyle Bros to ensure the county receives any rebates it is eligible for. The motion received a second from Commissioner Payne. The motion carried.

FIRE ALARM SUBCATEGORY

Boehme said he had received three returned bids for the building's fire alarm system.

The first bid came from WireTech out of Salt Lake City, Utah. WireTech had provided a bid for equipment costs only, totaling \$7,944. No installation costs were included in this bid because local electrician Dennis Bills – who had referred Boehme to WireTech – would do the installation and include the associated costs as part of his total electrical bid for the Extension Office remodel project.

Bills had supplied a sealed bid for the electrical portion of the project. The Board asked Boehme to unseal Bills' bid and examine it for an itemized breakdown so it could better understand what the total cost of the Fire Alarm portion would be when the electrical installation and wiring was coupled with the WireTech equipment provision. Boehme said Bills' total electrical bid came in at \$33,207.16 but did not include an itemized breakdown that showed the cost associated with only the wiring of the fire alarm.

Geary Electric out of Smithfield, Utah, had provided a bid of \$12,000. That bid included both equipment and electrical installation portions of the Fire Alarm subcategory, Boehme said.

OMNI Security Systems, Inc. – located in Rigby – had provided a bid of \$13,400. That bid included parts and installation services for the fire alarm.

Because Bills' electrical bid did not include an itemized list showing the separate cost of the installation of the fire alarm, Commissioner Olsen said he did not believe the Board could approve any bid at the time. He asked that the Board set aside for the time being the Fire Alarm portion of the project and

move on to the next facet.

ELECTRICAL SUBCATEGORY

In addition to soliciting a bid from Dennis Bills, Boehme reported he had contacted South Pointe Electric and Bear River Electric. He did not receive a bid from either company.

The only electrical bid received was from Dennis Bills in the amount of \$33,207.16. Because the Board could not take any action on the Fire Alarm System portion of the project – which included installation of the WireTech fire alarm by Dennis Bills at an undisclosed cost – it also could take no action on the electrical bid that had been provided, as the total electrical bid cost could change if the Board did not approve WireTech as the fire alarm system vendor.

This item was tabled.

CEMENT WORK SUBCATEGORY

Boehme said he had reached out to three local vendors – Gary Sims, Bryce DeClark and Laeth Hillier – for bids for completion of the necessary cement work for the building sidewalk, curb and handicap accessibility needs.

Sims provided a sealed bid in the amount of \$10,950. Hillier provided a bid in the amount of \$18,005. DeClark did not return a bid before end of business on February 1.

MOTION: Commissioner Olsen made a motion to accept Gary Sims' bid for cement work in the amount of \$10,950. The motion received a second from Commissioner Payne. The motion carried.

ACOUSTICAL CEILING SUBCATEGORY

The Extension Office employees have noticed an improvement in heating conditions, with warmer temperatures in the Extension Office building since the roof was replaced and a layer of foam insulation was placed underneath last year, Boehme said. Still, the previous leaky conditions had created multiple water-stained areas in the acoustical ceiling tiles and those areas now have to be replaced.

The first bid for replacement of the acoustical ceiling had come in from Acoustical Specialties Inc. in the amount of \$16,585. The necessary demolition will be provided by Boehme and Argyle Bros, as that will be needed in order for the insulation installation portion of the overall remodel.

Boehme said he also had reached out to Hatch Companies of Idaho – based out of Idaho Falls – and Alpine out of Logan, Utah. No reply had been received after solicitation had been made, Boehme said.

MOTION: Commissioner Olsen made a motion to accept the bid of \$16,585 that had been provided by Acoustical Specialties Inc. The motion received a second from Commissioner Payne. The motion carried.

PAINTING SUBCATEGORY

Boehme said that in his evaluation of the extension office building's remodel requirements, he had found it is in desperate need of painting. Much of the paint in and around the doorways is peeling and many other areas throughout the building have dulled and are beginning to look shabby, he said.

Boehme had asked the vendors to offer bids for painting services for the building interior, with the exception of the kitchen. The county will address any painting needs within the kitchen at a later date, he said.

Nicholls Brothers Painting, located in Logan, Utah, had been contacted and had returned a bid of \$10,487. Local vendor Shawn Hatch had returned a bid of \$12,000.

Salala Painting out of Garden City, Utah, had not returned a bid after solicitation, he said.

MOTION: Commissioner Olsen made a motion to approve the bid of \$10,487 that had been provided by Nicholls Brothers Painting. The motion received a second from Commissioner Payne. The motion carried.

BATHROOM VANITIES AND CABINETS SUBCATEGORY

Boehme said the bathrooms in the Extension Office need to be updated in order to be handicap accessible. In order to comply with the Americans with Disabilities Act, the existing bathroom vanities will need to be removed and new countertops will be installed that will allow wheelchairs to glide underneath. Boehme said he will separately install handicap-accessible faucets.

Local vendor EZ 2 PLEZ Floors / Bear Lake Interiors LLC provided a bid of \$2,828.33. Cache Valley Cabinets and Tops returned a bid of \$6,565.

Premier Cabinets, based out of Smithfield, Utah, had replied and elected to not bid on this project, Boehme said.

MOTION: Commissioner Olsen made a motion to approve the bid of \$2,828.33 that had been provided by EZ 2 PLEZ Floors / Bear Lake Interiors LLC. The motion received a second from Commissioner Payne. The motion carried.

FLOORING SUBCATEGORY

New flooring needs to be installed throughout the office area of the Extension Office building, Boehme said. Bids had been solicited for new carpeting.

Local vendor EZ 2 PLEZ Floors had returned a bid of \$17,470.73 for the project, Boehme said. Hatch Flooring, based in Preston, returned a bid of \$12,396.83. Hart Flooring out of Logan, Utah, had provided a bid of \$18,020.

Boehme said that if the Board elects to remove the existing carpet in the office space, they can then have new flooring installed in the bathrooms. That flooring could match the rec room flooring, and the wood and base board flooring in the office area can be removed and replaced with 4-inch rubber baseboard.

A decision on this subcategory was tabled by the Board.

ELECTRICAL SUBCATEGORY, CONTINUED

Commissioner Payne examined a previous unsolicited bid that had been provided by AD Electric, based in Jerome. That bid had totaled \$22,887.39 and came in at \$10,319.77 below the electrical bid that had been provided by Dennis Bills in this series of solicitations. Bills' bid had totaled \$33,207.16 and had included the wiring and installation of a WireTech fire alarm. AD Electric's bid had not included that service, Commissioner Payne said.

Commissioner Olsen said he viewed AD Electric's bid as incomplete because it did not include the cost associated with the installation of the fire alarm. Commissioner Payne agreed but also said it is not proper to combine the AD Electric proposal that was provided a month ago and the WireTech fire alarm proposal that was provided at the present meeting and hope to find an actual and correct total of the service.

Because WireTech will only provide the equipment and will not provide any of the installation, the cost of installation technically should have been included in the project description so that information could be provided to all solicited subcontractors, Commissioner Payne said.

Commissioner Olsen said that, although some of the bids had been tentatively approved, without complete competitive bids for the electrical work the county cannot know the entire scope of the project or the planned cost.

Commissioner Payne suggested the Board put the remaining facet bid approvals and final project approval on hold until the next Board of County Commissioners Regular Meeting, scheduled for February 12, 2024.

MOTION: Commissioner Olsen made a motion to table further action on this project and any remaining bid approvals until the February 12, 2024, Bear Lake County Commissioners Regular Meeting in order to allow the board to properly compare bids. The motion received a second from Commissioner Payne. The motion carried.

Clerk Amy Bishop reminded the Board that the cost of the Extension Office roof had been paid with American Rescue Plan Act (ARPA) funds, and that left about \$131,000 still available for the remodel project and its facets.

Commissioner Olsen directed Boehme to get an itemized electrical bid from Bills that appropriately reflected the separate cost of the WireTech fire alarm installation.

HOSPITAL LAND ACQUISITION – ACTION ITEM

Commissioner Olsen, who sits on the Bear Lake Memorial Hospital Board, reported the hospital is exploring options to acquire property within Montpelier. Due to several new doctors being added to the hospital staff this fall and a few more planned to come aboard in the summer, Bear Lake Memorial is planning for the immediate future and the office space that will be needed to accommodate its growing number of health care providers. Additionally, Commissioner Olsen said, the hospital is planning for growth over the next 10-20 years.

Commissioner Olsen also said it is illegal in the State of Idaho for a skilled nursing facility to be a part of the regular hospital. Bear Lake Memorial Hospital has been able to circumvent this restriction by dividing the two portions of the building with a locked door that cannot be opened by patients from the Bear Lake Memorial Hospital Skilled Nursing Facility side, thus preventing its residents from accessing the hospital at large.

However, Commissioner Olsen said, Bear Lake Memorial plans to build a new skilled nursing facility in the future and has begun looking at possible location options. The hospital has funds set aside for this purpose and wants to proceed with property acquisition. Whereas this will be an acquisition of county property, Board approval will be needed, he said.

MOTION: Commissioner Olsen made a motion to allow Bear Lake Memorial Hospital to continue its exploration of land acquisition to accommodate its future growth. The motion received a second from Commissioner Payne. The motion carried.

FISH HAVEN CITIZENS COMMITTEE ITD READER SIGNS – FUNDS PASSTHROUGH – ACTION ITEM

Deputy Clerk Paul Christiansen reminded the Board that at its regular meeting on October 10, 2023, the county had elected to serve as the sponsor and signatory for a group of Fish Haven citizens as they submitted an application to the Idaho Transportation Department requesting a right-of-way encroachment and permit allowing for the erection of digital speed limit reader signs. These signs are planned to be erected on the north and south ends of Fish Haven along Highway 89.

Christiansen said he had been contacted by Randy Budge, a member of the citizens group who has been speaking on the group's behalf. Budge said he had been working with ITD to determine what kind of reader signs the group needs to purchase in order to meet state requirements. ITD had referred Budge to a vendor that could supply signage that complied with state standards. Through his communication with the vendor, Budge had found Bear Lake County has an account with that supplier. Because Bear Lake County has an account with the vendor, and because it served as the signatory on the group's application with ITD, Budge had asked if the Board would serve as the agency through which money can pass for payment and procurement of the needed supplies.

Bear Lake County Superintendent Todd Boehme told the Board that, in the time since the Board had decided to serve as the sponsor for this citizens group, he had spoken with Corey Krantz, who serves as an ITD traffic engineer for District 5, which encompasses Bear Lake County. Krantz had informed Boehme that the contract that had been signed by Bear Lake County provides that – although the signs

will like in a state right-of-way along Highway 89 – the county itself assumes all liability for the signs. Bear Lake County will be responsible for the upkeep, repair and replacement of any damaged signs. In the event that any damage is done via an accident, Bear Lake County will be liable as contract facilitator and has accepted the burden of liability, Boehme said.

Additionally, the county had offered to supply the citizens group with sign posts on which the signs can be mounted; however, Boehme said he had been informed the posts the county has available do not meet the standards required by the State of Idaho for mounting in the ITD right-of-way. Boehme said the Board can direct him to procure some state-compliant posts for these particular signs, but if the Board elects to do that then a plan needs to be made to provide budgetary funding that will allow the Bear Lake County Road and Bridge Department to keep that particular size in stock.

Boehme said that whereas the county uses metal posts for its signs, ITD recommends the reader signs be mounted on 4-inch-by-6-inch wood posts that measure 16 feet high. Additionally, the state has its own placement guidelines that designate setbacks, height, spacing and slope.

The citizens group had originally stated it could install the signs itself. However, Boehme said, someone from ITD will need to be on hand to ensure state designations – including mandated placement locations – are followed appropriately. Commissioner Olsen said someone from Bear Lake County’s Road and Bridge Department should be on hand to help confirm installation follows those standards.

MOTION: Commissioner Olsen made a motion to allow the Fish Haven Citizens Group to proceed with its purchase and placement of Idaho Transportation Department digital speed reader signs under Bear Lake County and ITD supervision, with the group’s funding requirement set to include the posts and installation thereof. Additionally, Commissioner Olsen motioned that Bear Lake County will serve as the pass-through entity for the funding between the citizens group and the sign vendor. The motion received a second from Commissioner Payne. The motion carried.

MOTION: Commissioner Olsen made a motion to adjourn the meeting. Commissioner Payne seconded the motion. The motion carried.

The meeting adjourned at 10:08 a.m.



BRADLEY D. JENSEN, Chairman



Date Approved

ATTEST: 



