

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
January 6, 2014**

**PRESENT: GORDON L. CRUICKSHANK (CHAIRMAN)
ELTING G. HASBROUCK (COMMISSIONER)
BILL WILLEY (COMMISSIONER)
DOUGLAS MILLER (CLERK)**

Meeting called to order by Chairman Cruickshank at 9:03 a.m.

Scott Dejong led the pledge of allegiance.

Commissioner Willey made a motion to approve the agenda has presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda for January 6, 2014 as presented.

Valley County Sheriff, Patti Bolen presented the annual Law Enforcement Operating Plan for 2014. She advised that there have been cuts to the funds operation plan by the Forest Service. Sheriff Bolen advised that if additional events happen, it is possible to request additional funding. Commissioner Hasbrouck asked if a log is kept when patrols are done? Sheriff Bolen advised that a log is created every time that Law Enforcement travels into the Forest Service location. Commissioner Willey made a motion to approve the signing of the cooperating operation plan between Valley County and the Boise National Forest/Payette National Forest. Commissioner Hasbrouck asked if there are more patrols that are conducted can the Valley County Sheriff's Department ask for additional funds? Sheriff Bolen advised that they do keep a log of extra patrol and potentially could submit notification to the Forest Service. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the signing of the cooperating operation plan between Valley County and the Boise National Forest/Payette National Forest.

Sheriff Bolen informed the Commissioners that the lighting in the jail is malfunctioning and she has discussed with Scott Dejong. Scott informed the Commissioners that the estimate to fix would be approximately \$5,700. The Commissioners requested that IT Director, David Crawford research other alternatives and present his findings to the Commissioners for discussion.

Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from December 23, 2013. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from December 23, 2013.

Commissioner Hasbrouck advised that he spoke with Mr. Steve Bates about the building the County leases for the Human Resource Director, Pat Duncan. Mr. Bates would like the lease to continue at least until February of 2014. Chairman Cruickshank expressed that he does not want to lose the building in case the Public Defender has to come within Valley County. Commissioner Hasbrouck felt that there needs to be a discussion on a Master Plan to determine how to handle deteriorating buildings and lack of office space. It was discussed that the Commissioners would involve Elected Officials and Department Heads to discuss a Master Plan. It was agreed that in the future a discussion regarding a Valley County Master Plan should take place. The Commissioners will place on the agenda on January 13, 2014, to have a workshop to discuss a Valley County Master Plan.

Valley County Appraiser, Julie Yates presented a Request for Cancellation of Market Value for Parcel Number RPC04400010090. Julie reported that the parcel was being double assessed. Commissioner Hasbrouck made a motion to approve Request for Cancellation of Market Value for Number 9. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Request for Cancellation of Market Value Cancellation for Number 9.

Valley County Clerk Douglas Miller and Valley County Recreation Director, Larry Laxson discussed Snowmobile Registration and the idea of Larry Laxson selling the registrations at the snowmobile trailheads. Clerk Miller presented his concerns regarding the program and selling these registrations. He opined that a formal policy and procedure should be developed in order for the program to be successful. Larry informed the Commissioners that approximately \$30,000 was lost in revenue because of snowmobilers not paying for the registration. Larry indicated that he wanted to solve this problem in order to make sure that all snowmobilers are registered. Chairman Cruickshank advised that there is a possibility that Idaho Department Parks and Recreation are going to discontinue the vendor program and Valley County should develop a program. He again reiterated that Idaho Department of Parks and Recreation has indicated that they are pursuing legislation in order to no longer support the vendors. Commissioner Willey asked if it is state law that snowmobilers must have registration? It was explained that yes it is state law the snowmobilers register their machines. Larry advised that he wants to make this more convenient for the consumers to get snowmobile registration. He felt that Valley County needs the money for the infrastructure of the snowmobile program. Commissioner Willey asked what if people refuse to purchase the registrations? Larry expressed that he would notify law enforcement. IT Director, David Crawford would like to be involved with the purchase of the equipment to sell the registrations using credit cards. Valley County Treasurer, Glenna Young informed the Commissioners that she has spoken with Access Idaho the current credit company and they would be willing to provide us the credit

card equipment. Glenna also had a concern regarding daily turnover and how would this be done? It was asked if Larry is going to do a daily turnover and how will it work with Idaho Transportation Department and Department of Motor Vehicle? Larry advised that there is legislation being proposed for the program to continue the way it is going. The Commissioners suggested that Larry Laxson, Clerk Miller, David Crawford, Treasurer Young and Assessor Fullmer have a meeting to formalize how the program would work.

Chairman Cruickshank presented a response letter from Frontier Enterprises that was received on December 20, 2013. Chairman Cruickshank stated that Mr. Lex Bernstein did not file an appeal within the time framed that is allowed by Idaho Code. Chairman Cruickshank requested that Valley County Appraiser, Julie Yates research what happens if someone files an appeal after the Idaho Code deadline? Chairman Cruickshank would like to discuss this again at the next Commissioner meeting on January 13, 2014.

Commissioner Hasbrouck made a motion to go into Executive Session Per IC 67-2345 (1) (F)-Pending Litigation. Commissioner Willey seconded the motion. All Commissioners voted "Aye" to go into Executive Session Per I.C. 67-2345 (1) (F)-Pending Litigation at 10:33 a.m.

Commissioners came out of Executive Session at 11:07 a.m. No decision was made after the Executive Session.

Valley County Human Resource Director, Pat Duncan provided an agreement from Minert & Associates to perform the random drug testing for Valley County. She advised that when Valley County had Ikola Testing conducting the drug testing for Valley County, Ikola would also handle the random drug screens. With Valley County transitioning to Cascade Medical Center, they did not have anyone conducting the random testing. Minert & Associates would be the company handling the random drug testing. Commissioner Hasbrouck asked what the actual cost of the agreement would be? Chairman Cruickshank suggested that we find out the actual cost with Minert & Associates and confirm that this is not costing Valley County any additional funds and bring back to the Commissioners on January 13, 2014.

Pat Duncan discussed her job description with the Commissioners and specifically regarding risk management and safety compliance monitor. Currently it is in the job description of the Chief Deputy Clerk to handle safety compliance. It was believed that these duties should fall under the Human Resource Director. The Commissioners agreed that safety compliance should fall under the Human Resource Director. Chairman Cruickshank informed the Commissioners that he would send out an email to the employees that Pat Duncan would be taking on the assignment of safety compliance monitor.

Commissioners adjourned the meeting at 12:04 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk