

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
January 27, 2014**

**PRESENT:
ELTING G. HASBROUCK (COMMISSIONER)
BILL WILLEY (COMMISSIONER)
DOUGLAS MILLER (CLERK)**

**ABSENT:
GORDON CRUICKSHANK (CHAIR)-EXCUSED**

Meeting called to order by Acting Chairman Elt Hasbrouck at 9:04 a.m.

Valley County IT Director, David Crawford led the pledge of allegiance.

Acting Chairman Elt Hasbrouck would like to add four items to the agenda, Treasure Valley Transit Support Letter, Letter of Support for Recreation Trails Program grant by Payette Lakes Ski Club, Valley County Treasurer Glenna Young would like to present Treasurer/Auditor Joint Quarterly Report and Harold Apple would like to present Idaho Department of Parks and Recreation grant. Commissioner Willey made a motion to approve the agenda with the additions. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda with the amended changes.

Valley County Deputy Auditor, Alys Morrison presented the Commissioners with Claims and Board Order Claims totaling \$288,013.81. Commissioner Willey made a motion to approve Board Order Claims/Claims and Junior College Tuition as presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Board Order Claims/Claims and Junior College Tuition totaling \$288,013.81.

Valley County Assessor, June Fullmer reported that she is still waiting to get lease from Idaho First Bank for the McCall Department of Motor Vehicle transfer. The Attorney for the bank is reviewing the contract and hoping to have the lease completed by February 15, 2014. June is

on the agenda with the Commissioners for February 10, 2014, to have the Commissioners review and sign the lease agreement. David Crawford met with Idaho Transportation Department IT staff to find out about transferring of cable. June reported that she is still hoping to have the McCall Department of Motor Vehicle transferred by March 1, 2014. She reported that the other departments are working hard.

Valley County Clerk, Douglas Miller reported about the outside audit completed by Jared Zwygart of Zwygart & Associates. He reported that the formal written audit report will be completed by April of 2014 but it did not appear that there were any major concerns discovered by the Auditor.

Valley County Treasurer, Glenna Young advised that the outside Auditors were satisfied with how the indigent funds are received by the Clerk's office. Glenna presented the joint Treasurer/Auditor Quarterly Report for the Commissioners to review. Commissioner Willey made a motion to approve the Joint Treasurer/Auditor Quarterly Report. Commissioner Hasbrouck seconded the motion. No further discussion. Motion passed to approve the joint Treasure/Auditor Quarterly Report.

Valley County Sheriff, Patti Bolen reported that the Sheriff's Office was involved with a search for missing snowmobilers over the weekend. She reported that the snowmobilers were found. Sheriff Bolen reported on the Table Top exercise that occurred last week dealing with mass casualties related to an Earth Quake scenario. She advised that the exercise went well and there were some areas identified that need to be addressed. She reported that during the exercise there was discussion regarding a County wide notification system regarding emergencies. Sheriff Bolen advised that the proposed cost would be \$15,000 annually and the Sheriff's Office is having a demonstration to research the product. Commissioner Hasbrouck asked about moving the Dispatchers over to the Emergency Operation Center and asked if this would be a possibility? Sheriff Bolen did not know what the cost would be but she would like to have a walkthrough done to determine if a sound proof partition could be built and to identify if there is enough space to house the Dispatchers.

Valley County Building Official, Anne Guarino reported that she and Annette Derrick attended training last week to obtain continued education credits. She reported that she would be going to Yellowpine this week to conduct a few inspections.

Valley County Court Service Director, Skip Clapp informed the Commissioners that an additional \$10,000 of Access To Recovery funds were redistributed by the Idaho Supreme Court to Valley County. These funds can be used for individuals who are actively engaged in substance abuse/alcohol treatment. Skip reported that Idaho Department of Juvenile Corrections District Liaison Supervisor, Jason Stone will be presenting to the Commissioners on February 10, 2014. The Commissioners asked Skip about the setup of the McCall Annex after the Department of Motor Vehicle is moved. Skip explained what the space would be utilized for turning the front entrance into a customer waiting area. He reported that the Juvenile Detention Center did have one resident in custody over the weekend. Skip advised that Community Resource Development Specialist with Region IV Health & Welfare, Laura Thomas reported back to Skip regarding District 4 Mental Health Board meetings and they would like Valley County to start attending the meetings again. It was agreed that Skip and Commissioner Hasbrouck would begin attending these meetings again.

Commissioner Hasbrouck advised that they interviewed an Educator for the open position at the Valley County University of Idaho extension office. The interviewee was Ms. Lauren Hunter who is currently the Educator for the University of Idaho extension office in Blaine County. Ms. Hunter was offered the position but she has not made an official decision.

Valley County IT Director, David Crawford advised that he is still attempting to see if he can fix the panel at the Valley County Jail. He reported that the public notification system demonstration should be available at the next Emergency meeting. Commissioner Hasbrouck asked about the files that are being stored in the Court side of the building. Commissioner Hasbrouck asked who was scanning the files? It was advised that the Court Clerks have kept up with the scanning of active files but reported that there are older files that have not been scanned. The discussion continued regarding other documents in other departments that need to be scanned but the question is who would be conducting the scanning? Glenna advised that there is retention of records guidelines on the Idaho Association of Counties website but if there any documents that need to be destroyed, the departments need to get permission from the Valley County Commissioners.

Valley County Planning & Zoning Administrator, Cynda Herrick reported that she met with the Fire Working Group last week to discuss what the next step will be related to fire suppression. The Fire Working Group wanted to meet with Planning & Zoning commission. She reported that she will be attending the planning and zoning training in McCall. She has a teleconference every Friday regarding legislation and there is a proposal for reducing planning & zoning violations from a misdemeanor to a citation. She reported that the American Planning Association will be voting against these proposed changes. Another piece of legislation that Cynda discussed was that the APA wants local jurisdiction to be responsible for designs of commercial and industrial buildings. Commissioner Hasbrouck advised that the Fire Working Group is attempting to have individuals get reflecting numbers in order for the addresses to be more visible.

Larry Laxson, Valley County Recreation Director reported that grooming is going well. He stated that the groomers have pulled off of the Smiths Ferry, Packer John locations because of lack of snow. Larry reported that two new snow groomers are doing well. Larry had a letter that he will submit to the Star News regarding the recent donations to the Valley County Sheriff's Department. Commissioner Hasbrouck asked about the Wellington Park Grant and if the \$5,000 match needs to be made now? Larry advised that the match does not need to be made until the grant is awarded.

Human Resources Director, Pat Duncan reported that the online Idaho Counties Risk Management Program training has been completed by Valley County. She stated that the University of Idaho Extension administrative assistant position closes this weekend.

Commissioner Hasbrouck advised that the Commissioners would be going into closed hearing for Indigent and Charity at 10:31 a.m.

Commissioner Hasbrouck brought the Commissioners out of Indigent and Charity at 10:40 a.m.

Decision after Indigent and Charity

14-GK051 Final Determination of Denial

14-TM092 Request for Denial

14-MG051-3 Request for County Indigent Lien

Commissioner Willey made a motion to approve the Commissioner meeting minutes from January 21, 2014. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from January 21, 2014.

Harold Appel with the McCall Snowmobile Club provided a copy of the two grants that he has written for submission to Idaho Department of Parks and Recreation. These are the grants that he wanted to submit on January 21, 2014, but the Commissioners wanted changes prior to submitting the grants. Mr. Appel advised that the changes were made and he would like to submit the grants today. Commissioner Willey made a motion to have acting Chairman Hasbrouck sign the Brush Creek Grant and the Francie Wallace grant to be submitted to Idaho Department of Parks and Recreation. No further discussion, all in favor. Motion passed to have acting Chairman Hasbrouck sign the Brush Creek grant and Francie Wallace grant to be submitted to Idaho Department of Parks and Recreation.

In-State Meal Travel Allowance discussion will be tabled for February 10, 2014.

Mr. William Fly, Manager of Edwards Mosquito District provided the 2013 year-end report which will be appended to the Commissioner meeting minutes. Mr. Fly reported that it was a dry season which reduced the amount of mosquitos however there were four positive test pools of West Nile virus detected in Cascade, Idaho. He reported that this can translate to hundreds or thousands of infected mosquitos. Mr. Fly reported about the larviciding operation and the fogging operations for the Edwards Mosquito District. He reported that the last couple of years the Edwards Mosquito District were working out of storage facilities and the District has been working on establishing a permanent spot which it was able to do. He reported that all of the equipment and chemicals are stored at this location. Mr. Fly wanted to talk with the Commissioners about the surveillance programs with Valley County. He believed that there needs to be a review of that program regarding positive tests for West Nile virus. He would like to get an action plan devised if this happens in the future to be more effective and believed that this program needs to be reviewed. Commissioner Hasbrouck and Commissioner Willey agreed that the Counties plan needs to be reviewed.

Al Wonenberg with Waterways provided the Commissioners with two Waterway Grants that he would like to submit for approval through Idaho Department of Parks and Recreation. The grant would be utilized for the Van Wyck Dock and Ramp Improvement Project. Commissioner Willey made a motion to sign the Idaho Department of Parks and Recreation grant for the Van Wyck Dock and Ramp Improvement project. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have Commissioner Hasbrouck sign the grant application for Van Wyck dock and Ramp Improvement project through Idaho Department of Parks and Recreation.

Dennis Coyle, McCall Parks and Recreation Director provided an overview of why there is a need to improve the boat launch located in McCall. It was advised that there are over 100 boat launches per day at that location. The Commissioners agreed to authorize the Chairman of Waterways to proceed with the McCall boat launch application. Commissioner Willey made a motion to authorize the Chairman of Waterways to proceed with the McCall Boat launch grant application. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have Al Wonenberg the Chairman of Waterways to proceed with the McCall Boat Launch grant application through Idaho Department of Parks and Recreation.

Valley County Planning & Zoning Administrator, Cynda Herrick and the Commissioners discussed the Planning & Zoning Commissioner applications. Commissioner Willey made a motion to appoint Gary Jeffus to a three year term on the Planning & Zoning Commission. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to appoint Gary Jeffus to a three year term on the Planning & Zoning Commission.

Commissioners adjourned for lunch at 12:04 p.m.

Commissioners returned from lunch at 1:04 p.m.

Commissioner Hasbrouck opened up the discussion related to Valley County Recreation Director, Larry Laxson selling snowmobile stickers. Kathy Riffie, Valley County Department of Motor Vehicle employee provided a written overview of her opinion regarding Valley County Parks and Recreation Department becoming a snowmobile sticker vendor. Larry Laxson advised that Access Idaho could provide him with a phone and a device in order for him to take credit card payments. Kathy advised that Idaho Department of Parks and Recreation does not require you to run out of stickers before you reorder but the vendor needs to be running low on stickers before they can reorder. Larry would like for the first year to be in charge of selling the stickers instead of asking volunteers to sell the registrations. Larry advised that he would not want to take away selling stickers from any vendors. He reported that this program would be utilized just for the individuals who are from out of state and head to the trailhead without realizing that there are registrations needed. Commissioner Willey wanted to make sure that if this program is set up it does not impact the private business that sells registrations. He wanted to make sure this does not have a negative impact on these businesses. Commissioner Willey believed that this is more of an enforcement issue. Larry advised that because of the decision making process the Snowmobile Advisory Board has suggested that they would become a vendor. Commissioner Willey does not believe that County should be doing any more than what they are currently doing to sell snowmobile registrations through the Department of Motor Vehicles. He suggested that the County has location in Cascade and in McCall and believed that there are private vendors who are selling the registrations as well. Commissioner Hasbrouck suggested this decision/discussion be tabled until February 10, 2014.

Commissioner Willey made a motion to sign the letter of commitment and support for Treasure Valley Transit. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the letter of commitment and support for Treasure Valley Transit.

Commissioner Willey made a motion to sign the letter of support letter for the Recreation Trails Program Grant application submitted by Payette Lakes Ski Club. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the letter of support for the Recreation Trails Program Grant application submitted by Payette Lakes Ski Club.

Valley County Road Superintendent, Curtis Bennett presented vehicle bids to purchase three vehicles for the County. The bids will be appended to the Commissioner meeting minutes. Commissioner Willey made a motion to accept the bid from Bob Bate Ford for the 1 Ton Extended Cab 4x4 Pickup, the bid from Bob Bate Ford for the 4 Door SUV and the bid from Cascade Auto for the ½ ton Crew Cab 4x4 Pickup. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to accept the bid from Bob Bate Ford for the 1 Ton Extended Cab 4x4 Pickup \$30,000, the bid from Bob Bate Ford for the 4 Door SUV \$27,200 and the bid from Cascade Auto for the ½ ton Crew Cab 4x4 Pickup \$25,410.

Curtis provided the grant application for the Mill Street project. Commissioner Willey made a motion to sign the Mill Street letter of commitment for the Mill Street grant and authorize the Chairman to sign grant application. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to sign the Mill Street Letter of Commitment for the Mill Street grant and to authorize the acting chairman to sign the grant application.

Curtis submitted a letter from Parametrix which provided a 2014 Valley County Transportation plan update. Curtis believed that the Valley County plan needs to be updated and recommended that the County complete the Transportation Plan. Curtis believed that if a plan is developed it would help the County qualify for grants. Curtis would like the Commissioners to consider the proposal but he reported that he would be soliciting bids from other companies to present to the Commissioners.

Facilities Director, Ralph McKenzie provided the feedback from the survey that was conducted regarding the building. Ralph reported that the biggest concern was related to the Valley County Prosecuting Attorney's office. Ralph also discussed the moving of the Human Resource department into the bottom end of the Courthouse and moving Scott Dejong into the Valley Soil and Water Conservation District Building. It was reported that Human Resource Director, Pat Duncan needed to be out of the current building by February 2014. Ralph reported about the transfer of the McCall Department of Motor Vehicle to Idaho First Bank and stated that he still waiting for the lease to be reviewed. Ralph reported that there is a propane shortage in the United States but indicated that the supply for Valley County should be ok.

Commissioners adjourned at 3:06 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk