

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
February 18, 2014**

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

Meeting called to order by Chairman Cruickshank at 9:04 a.m.

Mr. Ben Wellington 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 Commissioners agenda for February 18, 2014, as presented.

Deputy Auditor, Alysa Morrison presented a Board Order Claim for the Valley County Economic Claim Council for \$1,000. Commissioner Willey made a motion to approve the Board order Claim. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Board Order Claim for the Valley County Economic Council for \$1,000.

Commissioner Hasbrouck made a motion to amend the Commissioner Minutes from February 10, 2014, related to the Board Order Claim to reflect that the Board Order Claim was for the Department of Motor Vehicle office in McCall. Chairman Cruickshank recommended that this motion be tabled for later in the Commissioner meeting.

Chairman Cruickshank discussed setting the Valley County Board of Commissioners meetings for the next three months. April 7, 2014, April 14, 2014, April 21, 2014, April 28, 2014, May 5, 2014, May 12, 2014, May 19, 2014, May 27, 2014, June 2, 2014, June 9, 2014, June 16, 2014, June 23, 2014 and June 30, 2014.

Chairman Cruickshank began the discussion related to Mileage Reimbursement Rate. The new Internal Revenue Service rate is .56 per mile for reimbursement. The Commissioners decided to adopt the mileage reimbursement rate of .56 per mile effective February 18, 2014. The IRS rate was decided in a prior year's commission meeting to review every January and stay with that rate for the entire year.

Commissioner Hasbrouck made a motion to appoint Harry Soulen to the District #2 Animal Control Board. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to appoint Mr. Harry Soulen to the District #2 Animal Control Board.

Lieutenant Dan Smith with the Valley County Sheriff's Office presented the Fiscal Year 2014 Bureau of Reclamation Law Enforcement Contract. Lieutenant Smith advised that the contract went from \$5,500 to \$8,500. Commissioner Hasbrouck made a motion to approve the Fiscal Year 2014 Bureau of Reclamation Law Enforcement contract. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the FY2014 Bureau of Reclamation Law Enforcement Contract.

Lieutenant Smith also presented an agreement with Mountain Tech. The agreement would be for maintaining snowmobile equipment and trailers belonging to the Valley County Sheriff's Department using credit derived from trading two older snowmobiles and two older snowmobile trailers. The snowmobiles and trailers would be declared surplus by entering into this agreement. Commissioner Hasbrouck made a motion to approve the Mountain Tech agreement to provide maintenance to the snowmobiles belonging to the Valley County Sheriff's Department. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement with Mountain Tech to provide maintenance to the snowmobiles belonging to the Valley County Sheriff's Department.

Lori Anderson with the Cascade Food Pantry advised that she has met with the Cascade Senior Center Board to discuss a Memorandum of Understanding related to the Cascade Food Pantry being moved to the Cascade Senior Center. After the discussion, it was decided that it needed to be a three party Memorandum of Understanding to include the Cascade Senior Center, Cascade Food Pantry and Valley County. Ms. Anderson and Mr. Ben Wellington presented floor plans for the Commissioners to review providing an overview of the lay out if the Cascade Food Pantry was moved to the Cascade Senior Center. The Commissioners reviewed the floor plans that were provided by the Cascade Food Pantry. The Commissioners were informed that bids were sent out for the building of the proposed remodel of the Cascade Senior Center to accommodate the needs of the Cascade Food Pantry. Mr. Wellington is asking for comments from the Commissioners regarding the plan before a fundraiser is conducted. The discussion continued regarding the ownership of the building once it is built and how this would be established? Mr. Wellington believed that the building would belong to Valley County after the completion of the remodel. Chairman Cruickshank recommended modifying the lease agreement that is with the Cascade Senior Center. Chairman Cruickshank suggested working with the Valley County Prosecuting Attorney, Mr. Jay Kiiha to work out the final details. Commissioner Willey asked what the cost would be to Valley County taxpayers? It was advised that the only cost would be for the maintenance of the building. Ms. Anderson advised that the unknown would be during the building process and possibly running into soil and concrete that will need to be hauled away. It was suggested that possibly some of the soil could

be traded. Ms. Anderson anticipated that the Cascade Food Pantry will begin raising funds and discussing the lease agreement with the Valley County Prosecuting Attorney. Commissioner Willey asked how many individuals use the food pantry? Ms. Anderson informed the Commissioners that last year over 300 individuals used the Cascade Food Pantry and over 6,000 pounds of food was dispersed.

Valley County Information Technology Director, David Crawford presented a Geographic Information Systems needs assessment and implementation plan. He advised that it was a recommendation of the GIS steering committee that the Valley County Commissioners hire a full time GIS analyst. Commissioner Hasbrouck asked if all of the departments would be able to work with the GIS analyst? David believed that the departments would be able to work with one GIS analyst. Garrett Mapp with the City of McCall advised that all departments would be able to utilize the same data. David provided an overview of how this position could be utilized. Commissioner Willey asked if the tax payers would benefit from having a GIS analyst? David expressed that the public would be able to have easy access to specific information and it would simplify how departments would answer the public's questions. David advised that the GIS system is not just maps but could also answer specific questions and provide specific data. Commissioner Hasbrouck believed that this position would also benefit a grant writer. Garrett Mapp advised that Valley County might not be able to see the benefits as a consumer but the staff would be able to answer questions more accurately and efficiently. David provided a complete overview of the benefits of a GIS analyst and how this position would benefit all aspects of County business and functions. Commissioner Willey believed that the job description that was provided is very stringent. Commissioner Willey felt that the County would need to find the right person for this position. David advised that he would be the supervisor of this position and would work closely with this individual. Chairman Cruickshank appreciated the assessment and plan that was provided by David Crawford and expressed that this information would be utilized during preparation of budgets for Fiscal Year 2015.

Chairman Cruickshank opened the discussion for In-State Meal Travel Allowance. Chairman Cruickshank expressed why the decision was made in January 9, 2012, to require the caps of \$7 per breakfast, \$10 for lunch and \$16 dollars for dinner. Chairman Cruickshank suggested that a discussion take place amongst the Elected Officials and Department Heads related to this topic. Commissioner Hasbrouck suggested that the current rates be increased. Valley County Assessor, June Fullmer advised that with how the rates are set up now she is not able to comply with the current rates and is recommending that the rates be increased. Commissioner Willey believed that a cap on each meal is easier for compliance. Valley County Treasurer, Glenna Young would like the Commissioners to set the guidelines for everyone to administer in the same way. She suggested that a daily cap is placed. Lieutenant Dan Smith expressed that most restaurants are charging a 20% gratuity and that has made it difficult to follow the current caps. Commissioner Hasbrouck again suggested that caps be increased to \$10 for breakfast, \$15 for lunch and \$20 for dinner. Commissioner Hasbrouck made a motion to increase the meal caps to \$10 for breakfast, \$15 for lunch and \$20 for dinner for in state meal travel allowance with the continued requirement of submitting receipts for the meals. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to increase the in-state meal caps to \$10 for breakfast, \$15 for lunch and \$20 for dinner for in state meal travel allowance with the continued requirement of submitting receipts for the meals.

Valley County Recreation Director, Larry Laxson provided an email from the Snowmobile Advisory Committee which recommended that the Advisory Committee become a vendor to sell snowmobile registrations. The discussion continued regarding the benefit of having an individual selling registrations. Commissioner Hasbrouck suggested that Larry Laxson continue to move forward with researching the idea of having the Snowmobile Advisory Committee becoming a vendor.

Commissioner Hasbrouck made a motion to allow the snowmobile trailers as surplus and be added to the Mountain Tech agreement. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to allow the snowmobile trailers to the Mountain Tech agreement.

Chairman Cruickshank made a motion to go into Executive Session per Idaho Code 67-2345(1)(a)-Contract Agent at 11:15 a.m. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor to go into Executive Session per Idaho Code 67-2345(1)(a)-Contract Agent.

Chairman Cruickshank brought the Commissioners out of Executive Session at 11:30 a.m.

Commissioner Hasbrouck made a motion to approve the contract with Highland Appraisal Services. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the contract with Highland Appraisal Services for commercial appraisal services.

Stephanie Johnson with Cabin Creek Enterprises presented on the Idaho Lands Resource Coordinating Council. She provided a Forest Action Plan for the Commissioners to review. Stephanie reported that there were three groups that are being supported. The three groups were Idaho State Fire Working Group, Idaho Forest Stewardship Advisory Committee, and Idaho Community Forestry Advisory Council. Stephanie advised that all of the groups were combined into the Idaho Lands Resource Coordinating Council. Stephanie explained that there are approximately 20 members of the ILRCC. This group is being asked to look at grant proposals. Stephanie advised that she is now required to take a broader look at grants when she submits them. ILRCC is asking Cabin Creek Enterprises to expand their fire working group into the cities and private citizens. Craig Foss at the State asked Stephanie to lead the way. Chairman Cruickshank advised that the discussion has evolved and the State is giving us the opportunity to have Valley County begin in this direction. Stephanie believed that more grant support would happen if this took place in addition, she believed it would allow everyone to communicate on a more consistent basis. She stated it would also require the group to talk out the process in order to come up with a solution. One of the goals is to reach out further into the community to get new members on the fire working group and Stephanie believed that this would be a way to accomplish this goal. Chairman Cruickshank asked if Stephanie saw the current group as a fire working group or as a resource guide? Stephanie would like to create a whole new council with the fire working group at the table. She does not want to lose the mission of the fire working group. She could see the possibility of having a subcommittee looking at other issues. Chairman Cruickshank believed that it makes sense to include the cities. Chairman Cruickshank believed that with Valley County thinking outside of the box on the stewardship projects, it has allowed Valley County to have a better relationship with Idaho Department of Lands. Commissioner Hasbrouck believed that if Valley County continues to

work with Idaho Department of Lands, it might open up the opportunity to work with the Federal Government. Stephanie asked for permission from the Valley County Commissioners to allow Craig Foss and Craig Glacier to conduct a presentation with the Fire Working Group. The Commissioners agreed that they would support Craig Foss and Craig Glacier having a discussion with the local Fire Working Group.

Commissioners adjourned for lunch at 12:00 p.m.

Commissioners returned from lunch at 1:10 p.m.

Valley County Road Superintendent, Curtis Bennett presented on eCIVIS grants network and reported that he was impressed with the presentation he viewed while at a recent Weed Supervisors Conference. He explained that several different departments have expressed the desire to pursue this program. Chairman Cruickshank asked if the program is purchased, how many subscriptions would the County have access to? Curtis explained that question would need to be answered by Valley County Information Technology Director, David Crawford. David informed the Commissioners that he would research the software and report back to the Commissioners at the next meeting.

Commissioner Willey made a motion to approve the Commissioner meeting minutes from February 10, 2014, with the amended changes to provide an overview of the Board Order Claim approved on February 10, 2014. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion approved to approve the Commissioner meeting minutes from February 10, 2014, with the amended changes to list the description of the Board Order Claim approved on February 10, 2014, for rent and supplies for the Department of Motor Vehicles in McCall.

Commissioner Willey made a motion to go into Executive Session per Idaho Code 67-2345(1)(f)-Pending Litigation. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to go into Executive Session per Idaho Code 67-2345(1)(f)-Pending Litigation at 1:35 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 1:40 p.m.

Decision out of Executive Session is to sign the letter regarding KDB, LLC vs. Valley County Case# CV-2010-389*C. Commissioner Willey made a motion to sign the letter regarding KDB, LLC vs. Valley County Case# CV-2010-389*C. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to sign the letter regarding to KDB, LLC vs. Valley County Case No. CV-2010-389*C. A copy of this letter will be appended to the Commissioner meeting minutes.

Commissioners adjourned the meeting at 1:56 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk