

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
March 24, 2014**

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

Meeting called to order by Commissioner Hasbrouck, Acting Chairman at 9:05 a.m.

Trudy Eiguren, Chief Deputy Clerk, taking minutes for Clerk Miller.

Curtis Bennett led the pledge of allegiance.

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

Deputy Auditor, Alysa Morrison presented the Commissioners with Junior College Tuition, Claims and Board Order Claims totaling \$237,292.05. Commissioner Hasbrouck questioned David Crawford, IT Administrator, about a claim for training. Commissioner Willey made a motion to approve Junior College Claims, Claims and Board Order Claims as presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Junior College Tuition, Claims and Board Order Claims totaling \$237,292.05.

Assessor June Fullmer reported that they are getting the DMV in McCall organized. Commissioner Hasbrouck asked about signage. June reported that it should be finalized soon. She also reported that they were working on values and should also have them completed soon.

Rhonda Komula presented for Treasurer Glenna Young. She requested a signature on an investment policy for Zions Bank stating that Treasurer Young is an authorized signer. Motion by Commissioner Willey to approve investment policy for Zions Bank. Second by Commissioner Hasbrouck. All in favor. Motion Carried.

Motion by Commissioner Willey to approve Resolution No. 14-05 establishing Valley County Imprest Funds. Second by Commissioner Hasbrouck. All in favor. Motion carried to authorize the Treasurer to establish two imprest funds; Planning & Zoning account of \$25.00 and Valley County Court Services account of \$100.00.

Valley County Chief Deputy Clerk, Trudy Eiguren reported that preparation for the primary election is going well and proofed ballot templates will be sent to the printer this week. The Clerk's Office has also been working with outside auditor Jared Zwygart to finalize our annual audit reports. Jared will be presenting the Valley County FY13 and the Valley County EMS FY13 audits on March 31st.

Commissioner Hasbrouck, Commissioner Willey and Pat Duncan with Human Resources presented an award to Jose Olano for 10 years at Valley County and thanked him for his service.

Pat Duncan, Human Resource Director, discussed the vacation leave policy. She presented a proposal changing the vacation accrual for employees with years of service between 6 and 10 years to 8.33 hours earned each month. This rewards employees for being with the County for 5+ years. Also discussed was the original intent of Commissioner approval for a 2-week vacation request. Cynda commented that employees used to only be able to carry over 56 hours. Commissioner Hasbrouck asked Pat if there would be a monetary cost for the new policy. She stated that there was not really a cost. Other employees in each department usually cover for an employee(s) who is on vacation. Commissioner Willey asked how the vacation accrual would work for employees who have worked here between 6 and 10 years, Pat explained they would earn 8.33 hours per month instead of 6.67 hours per month as employees with 0-5 years of service do. Another proposed change to the vacation policy is the maximum number of hours that can be accrued by employees that have been with the County over 15 years. Maximum amount that could be accrued would be changed to match annual amount of 160 hours. Maximum hours accrued for employees with 6-10 years of service would be 100 hours. Commissioner Hasbrouck suggested that it is a lot for an employee to take more than 2 weeks of vacation at a time. Commissioner Willey agreed that 2 weeks paid vacation is a long time to be gone. Pat discussed that 2 weeks of vacation was fairly common for other employers. Sue Probst suggested that any time requests over 2 weeks should be approved by the Commissioners. Commissioner Hasbrouck asked if approval should be by Commissioners or by Elected Officials/Department Heads. June Fullmer discussed that when Mike Johnson was here he used to take 1 month at a time. He was able to do his work in an unusually shorter amount of time. June agreed that approval should be by Elected Official/Department Heads. Commissioner Willey discussed wording about accrual policy in the current personnel manual. Pat explained. Commissioner Willey also asked for clarification on how employees accrue and use vacation. June stated that the accruals for employees in her departments who are at or close to the maximum are watched carefully. Sue Probst explained why the accrual process was set in motion. Commissioner Hasbrouck asked how the amount of vacation accrued each month was calculated. Pat explained 80 hours divided by 12 equals

6.67 hours. Motion was made by Commissioner Willey to approve the vacation policy change request including that requests exceeding two successive weeks in duration require approval of the responsible Elected Official or Department Head. Second by Commissioner Hasbrouck. All in favor. Motion carried.

David Crawford, IT Administrator reported that he has installed a new server. They are working on some point to point wireless equipment so that they can connect to Scott DeJong's office over at the Soil Conservation Building. He is also working on new cables and with Jeff Luff from 4 Corners Communications on how they can manage a land line in Scott's office. The new DMV office in McCall is pretty well set up – there are just a few things left to take care of. Marcia is emailing rather than faxing. Commissioner Willey asked if they were issuing drivers licenses now – June replied yes. They are also getting another terminal so they can do both drivers licenses and registrations at the same time. Commissioner Hasbrouck suggested they might need to look at changing the part-time McCall DMV position to full-time.

Cynda Herrick, Planning & Zoning Administrator, discussed that there was an opportunity to provide parking for fisherman through economic development by the bridge at the north end of Cascade. Her concern is a safety issue. There is a broken/flooded culvert. She suggested we should pursue a joint effort. She does not think the property is for sale. ITD is scheduled to replace the bridge in 2015. We have an opportunity to do some leg work before that. Commissioner Hasbrouck asked if it was a wetlands area? Cynda suggested pursuing grants and thought that maybe Larry Laxson, Recreation Director could take on the project. Larry presented that he thought it was a good idea. Property is in the City limits of Cascade and it would be nice to get people off the road. Commissioner Hasbrouck asked Cynda to check with the City and Idaho Power to see if they have any objections. Commissioner Hasbrouck wanted to make sure that there was no resistance from the City of Cascade. Commissioner Willey wanted to know where the jurisdiction is and what can the County do or is it a city issue? Cynda believed that it is collaboration between the City of Cascade and Valley County. Commissioner Hasbrouck advised that sometimes semi-trucks park there over night. The Commissioners were willing to allow Cynda to pursue discussions.

Clerk Miller returned to the meeting at 10:00 a.m.

Cynda reported that the Payette River Games were sanctioned by the County last year and Cynda wanted to know if the Commissioners wanted to sanction this year? Commissioner Hasbrouck believed that the County should show continued support for the Payette River Games. It was suggested that this be discussed at a future Commissioner meeting.

Valley County Recreation Director, Larry Laxson advised that they are still grooming snowmobile trails. He mentioned that there has been an issue with the Prinoth Groomer but reported that they are fixing all of the warranty issues. Larry reported that there is still a lot of snow on top of the higher elevation mountains. He stated that the Smith Ferry Cat has been put away and the Cascade Cat will be put away if there is no new snow in the future.

Pat Duncan wanted to know if the Commissioners would like the Vacation Leave effective April 1, 2014? Commissioner Willey amended the original motion to include that the start of the Vacation Policy will take effect on April 1, 2014. Commissioner Hasbrouck seconded the

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motion. No further discussion, all in favor. Motion passed that the start of the Vacation Policy will take effect on April 1, 2014.

Commissioner Willey made a motion to approve the Commissioners Meeting minutes from March 17, 2014. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from March 17, 2014.

Commissioner Hasbrouck presented the letter from Central District Health to reappoint Boise County Commissioner Barbara Balding to serve on Central District Health Department's Board of Health. Commissioner Willey and Commissioner Hasbrouck signed the letter which approved Barbara Balding to serve on Central District Health Department's Board of Health.

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 10:43 a.m.

Decision after Indigent and Charity:

14-SS060 Request for Denial
14-LR085 Request for Denial
14-JC076-2 Request for Denial
14-CH081-2 Request for Denial

14-CH081-2 Request for County Indigent Lien/New Application

Valley County Road Superintendent, Curtis Bennett presented that the weight limits on the North Bridge in Cascade, Idaho have been lowered to 9 tons per axel. Daniel Bryant and Mike Garz with the Idaho Transportation Department discussed using Thunder City Road as a detour because of the restrictions on the North Bridge. Curtis advised that this route could not be used as a route because of the current condition of the road. He believed that it would cost approximately four million dollars to improve the road in order for it to be a safe alternative route. Mr. Garz advised that ITD could contribute five hundred thousand dollars but not four million dollars. Mr. Bryant stated that the plan to improve North Bridge before construction of the new bridge is to improve the forms around the pillars by pouring concrete around them. He believed that there is a viable option of completing this within two months. Curtis advised that there would need to be an alternative route for two months. He explained that he ran through some scenarios to do a cement treated base to the road and estimated that the cost would be between \$199,000 and \$265,000 to purchase the cement. He believed that for two months the cement treatment would allow traffic on the road. Commissioner Hasbrouck asked if ITD would help with the cost of the construction? Mr. Garz indicated that he could request and believed that there would be some reimbursement to Valley County for the cost that would be incurred.

Commissioner Willey asked when the North Bridge was supposed to get replaced? It was advised that 2016 was the completion date but it will be designed this fall and advertised for construction. Mr. Bryant reported that they are planning on beginning the project March of 2015. He indicated that ITD will be working with Curtis closely. Curtis explained that he would need assistances from ITD and advised that there is a lot of work that needs to be done.

Curtis presented on the East Lake Fork Bridge and reported that ITD has come up with additional funding for the engineering costs. Curtis was concerned that this project is not scheduled to start until April of 2016.

Curtis reported that the Tilt Deck Trailer that the County owns is unsafe and he found a used Tilt Deck Trailer for purchase. He informed the Commissioners that \$15,900 is the asking price and he does have that budgeted for in his capital line and is planning on purchasing the Tilt Deck Trailer.

Curtis advised that his department inspected the van that the Juvenile Detention Center wanted to purchase. He reported that the roof of was concaved possibly from snow. He believed that it would cost \$1000 to repair. It was further reported that the engine is in sound condition. Curtis also advised that if the van carried 13 passengers, the driver of the van would be required to have a chauffeur license. Curtis stated that he would discuss with Valley County Court Service Director, Skip Clapp and report back to the Commissioners.

Curtis presented the Payette National Forest Upper Payette Cooperative Weed Management 2014 Season Agreement. Commissioner Hasbrouck made a motion to sign the Upper Payette CWMA 2014 agreement. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to sign the Upper Payette CWMA 2014 agreement.

Mary Faurot with the Boise National Forest discussed the list of Campgrounds that are on the river between Banks and Smiths Ferry. Mary advised that the Boise National Forest will revisit these campground sites to determine if the campgrounds could stay opened longer. Mary thanked the Commissioners for the letters of support for the RAC grants. She reported that snowmobile activity has slowed and reported that Boise National Forest is still working on the extra mileage for snowmobile trails. She indicated that there is a meeting tomorrow with the National Environmental Policy expert. Mary completed her presentation by informing the Commissioners that the Van Wyck Bridge might be installed in the fall of 2014.

Commissioner Willey made a motion to go into Executive Session Per Idaho Code 67-2345(1)(b)-Personnel. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to go into Executive Session per Idaho Code 67-2345(1)(b)-Personnel at 11:51 a.m.

Commissioner Hasbrouck brought the Commissioners out of Executive Session at 12:13 p.m. No decision was made out of Executive Session.

Commissioners adjourned meeting at 12:14 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk