

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
August 12, 2013**

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

Meeting called to order by Chairman Cruickshank at 9:05 a.m.

Trudy Eiguren, Chief Deputy Clerk, taking minutes.

Pledge of Allegiance was led by Steve Ryan.

Chairman Cruickshank introduced Steve Ryan as the new interim Director of Court Services and Curtis Bennett as the Road Department Supervisor.

Commissioner Willey moved for approval of the agenda as presented. Second by Commissioner Hasbrouck and the motion carried.

Alysa Morrison presented the claims in the amount of \$452,754.48 including Board Order claims in the amount of \$9,505.46.

Commissioner Hasbrouck made the motion to approve the claims including board order claims and also the Junior College Certificate of Residency as presented. Second by Commissioner Willey and carried

Anne Guarino, Building Department, reported that plans were coming in and that they had issued 126 permits. Two homes are being rebuilt on burned structures. Anne and Annette are both going to training with Building Safety Professionals of Southwest Idaho in Nampa for continuing education. They will each be going for one day so that the office is covered. They will be buying new International Code books.

Commissioner Hasbrouck asked about the issue with Mr. Pomeroy. Anne, Cynda and Jay discussed the issue. It appears that they have an agricultural building and the issue probably should be dropped.

Steve Ryan, Court Services, reported that things are moving along well at the Annex but Doug is sincerely missed. They have 4 males in custody. Two are from here, one from Boise City, one for Juvenile Corrections awaiting placement. They are very busy in Probation with 50-60 cases each. The judges are requiring more monitoring UA's and ankle bracelets. The Juvenile case load is about 30 which is manageable. There are 35 diversions which require low supervision and 120 unsupervised probationers. Ron Jenks is going to Boise to the Idaho Juvenile Justice Association meeting and also PREA. Save the date of September 15<sup>th</sup> for the annual Judge's Fishing Day.

Vim Braak, Extension Office, reported that everything went well at the Fair. Meat processing was done by D&D Meats in New Meadows. In the future they would like to find someone to process the animals in Valley County. They will be meeting soon to discuss everything - they have lots of people with new ideas for next year's fair.

Chairman Cruickshank said that he had spoken with Alysson Statz and she felt that things went well at the Fair with lots of participation but animal pricing was a little disappointing. Commissioner Hasbrouck and Commissioner Willey also spoke about their experiences with the Valley County Fair.

Pat Duncan, Human Resources, asked the Commissioners about the job description for the Court Services Director. The Commissioners approved. She has also posted the auditor position for the Clerk's office. There have been 8-10 applicants for the Recreation Director position. The interviews are set for August 19<sup>th</sup>. Pat will provide interview questions. There have also been several road maintenance applicants. Commissioner Hasbrouck asked about a person who was interviewed for Indigent that might be qualified for probation and asked Pat to contact that person. She keeps resumes on file for a year. If an applicant calls her, she can add their name to a list for another position. Commissioner Willey asked Pat about the questions for the P&Z interviews. Pat will work with Cynda on the questions.

Sheriff Bolen presented a contract with Health & Welfare (Civil Process) for renewal. She is very pleased that we can get the funding. Commissioner Hasbrouck moved to approve contract #WC074200 with the Idaho Department of Health & Welfare in the amount of \$8,400.00. Second by Commissioner Willey and carried.

The Sheriff then briefed the Commissioners in detail about the recent search for the missing teen from California. She emphasized the fact that she was very, very proud of her staff for pulling off a situation of such magnitude. They did have a few communication problems that will be addressed at a later date but stated that everyone worked well together and there was exceptional cooperation between many agencies, local, state and federal. Her staff showed outstanding pride, commitment and ability to work together in a professional manner. They demonstrated that they knew how to handle extreme situations and interact with other agencies. She thanked the Commissioners for providing the funding for the Emergency Operations Center. It enabled everyone to set up their command post and store their equipment. She praised David and Scott from the IT Department for their immediate and amazing support in setting up phones, a tip line, printers etc. McCall Police responded for the County. The Ada County SWAT team responded and Andrea Dearden, Public Information Officer from Ada County was a great asset. Chairman Cruickshank mentioned that he had received a call from one of the Ada County Commissioners offering their support. There were some costs incurred and she will discuss those

at a later date.

David Crawford from the IT Department mentioned that he had not received the Symantic contract and that he would present it at a future meeting. The Commissioners thanked both David and Scott for their assistance.

Cynda Herrick, Planning & Zoning Department, presented the Warren Wagon Road Validation and a Professional Services contract from John Russell which were previously approved and in need of signature.

Cynda and Curtis Bennett from the Road Department discussed road grades when approaching a County Road. They suggested that verbiage should be inserted into ordinances before moving forward. Fire codes come into play when approving subdivisions – we need to look at reasonable access to building sites. Commissioner Hasbrouck asked about getting a variance. Anne, Cynda and Curtis agreed to get together and discuss it. They will also need to discuss private and public roads and public safety issues. Anne stated that we need to make sure everyone is safe.

Cynda advised the Commissioners that she would be attending the Northwest Regional Flood Plain Training in either September or November. There is one vacancy on the Planning & Zoning Commission and they will probably have another.

Larry Laxson, Recreation Coordinator, presented a letter from Potlatch. If we can come to terms, we should pay for 1/2 of the appraisal, \$4,200 in total. We would not be committing to anything unless we decide to buy the property. Chairman Cruickshank asked Larry where we were going to pay the appraisal from? Commissioner Hasbrouck stated that he had met with Ben Ballard from Potlatch about land below the highway. At one time, Boise Cascade was going to grant the land to the County. Chairman Cruickshank stated they are unusable pieces to them - they would get a tax incentive with a donation. Commissioner Hasbrouck also asked about a rest stop - he will speak with ITD.

Commissioner Hasbrouck made a motion to approve a letter of intent on appraising Wellington Snow Park and authorize the Chairman to sign. Second by Commissioner Willey and carried.

Cynda stated that Ben Ballard would be attending the easement discussion later in the day. There may be a cost for public rights-of-way. We need to get maps prepared as Jay suggested.

Larry also reported that the cement was in for the West Mountain groomer garage and mentioned the Francy Wallace agreement with IDPR. There is an announcement in the Star News, asking for volunteers. We have received \$3,200 in donations at raft take-out. We have received a letter from the Payette Ranger District on the upper elevation building. If we use the property, we will need to pay for an EIS study. Original plan is to upgrade. There appears to be more interest in parking than in an area for raft put-in. Commissioner Hasbrouck stated that he needs to look at the grounds.

The Groomer Advisory Board voted to help the Sheriff's office with new sleds. Bids have gone out for new groomers. He hopes to get bids in December for \$600,000 in equipment. Commissioner Hasbrouck said that he would try to attend the IDPR meeting on Thursday, August 15<sup>th</sup> from 6-8 p.m. Nancy Merrill will be running the meeting.

Paula Fodrea from WICAP reported that she is starting to distribute school supplies and is asking for donations. She has gotten quite a few contributions, particularly from McCall. She will be in McCall next week to distribute school supplies and in Cascade on Wednesday.

There has been a change in energy assistance programs this year. Medicare premiums are not included in income. They were excluded from assistance last year. Heidi Caldwell is their new executive director. She is young and dynamic with lots of involvement in community organizations. Paula collected donations from the Commissioners for school supplies. They have had a lot of fish from Fish and Game to distribute.

Commissioner Hasbrouck asked Paula if there was any information on Valley One. Paula will follow up. There is an advisory meeting next week and a board meeting the following week.

June Fullmer, Valley County Assessor, reported that she did not receive any State Board of Tax Appeals. This is the first time that has ever happened, as far as she knows.

Trudy Eiguren, Chief Deputy Clerk, reported that the Clerk's office was working diligently on the budget. They will be attending budget training with the State Tax Commission next week and also election training with the Secretary of State's office in September.

Glenna Young, Treasurer, donated a \$75.00 gift card for JCP to WICAP for school supplies. She advised the Commissioners that if they are considering buying property, they need to remember that the Nasi funds are available for use when purchasing parks. There is approximately \$123,000 in that account. It was used in part with matching funds when purchasing Wellington Park. Chairman Cruickshank mentioned that the money did have to be used for the purchase of parks. We need to get a plaque for Wellington Park regarding the Nasi estate. Commissioner Hasbrouck mentioned that the funds possibly could be used at Cabarton for a launch.

The Treasurer's office is frantically working to get the tax deed sales ready for the next meeting. Glenna will also be attending a convention in Twin Falls. She has 49 tax deeds left but is hoping that the end result will be considerably less.

Glenna reported that fellow elected officials nominated Sheriff Bolen for the Sydney Duncomb Excellence in Government award through IAC which is to be presented at the District III annual conference in September. She also asked to be on a future agenda to get permission to destroy unnecessary documents. The outside auditors recommended getting rid of old paper copies of AC's and JE's since they are stored electronically.

Closed session for Indigent and Charity at 10:35 a.m.

13-LH050	Denial for County Assistance
13-JH062	Denial for County Assistance
13-JM081	Denial for County Assistance
13-SP070	Denial for County Assistance
13-LH050	Request for County Indigent Lien
13-JH062	Request for County Indigent Lien
13-JH062	Request for County Indigent Lien - Corrected
13-JM081	Request for County Indigent Lien
13-SP070	Request for County Indigent Lien
13-DK087	Request for County Indigent Lien
13-DB056-2	Request for County Indigent Lien
13-EV070	Request for County Indigent Lien
13-AB078	Request for County Indigent Lien
13-SB072	Release of County Indigent Lien

Reconvene regular session at 10:53 a.m.

Commissioner Willey moved to approve the meeting minutes of August 5<sup>th</sup>, 2013. Second by Commissioner Hasbrouck and motion carried.

Vim Braak advised the Commissioners that he had submitted his resignation as of September 1<sup>st</sup>, 2013. It will be up to the U of I to appoint someone but he suggested that the Commissioners should be involved in the process. The Commissioners wished him well.

Motion by Commissioner Hasbrouck to approve the Chairman's signature on the SAAP Grant award quarterly report for the second quarter. Second by Commissioner Willey and carried.

Chairman Cruickshank reported that the Woody Biomass partnership has an application for a grant and needed a letter of support. They are building a team effort statewide and asking the County to get involved. Motion by Commissioner Willey to authorize the Chairman to prepare and sign the Woody Biomass support letter. Second by Commissioner Hasbrouck and carried.

Pat Duncan, Human Resources, appeared to discuss and finalize the salary analysis. She stated that she did an in depth comparison. Commissioner Willey asked if the 42% spread applied to Elected Officials. It is up to the Commissioners to decide. The salary survey in other counties indicated that elected officials are not all paid the same. Treasurer Young stated that in an IAC survey presented at a Treasurer's convention, Blaine County is the closest comparison by population. Prosecutor Kiiha stated that the Prosecutor's Office in Blaine County is very similar to Valley County. Commissioner Cruickshank discussed that Payette, Gem & Washington counties have more stable population numbers and not the fluctuation that we have. Glenna discussed the differences between the current pay matrix and the 42% spread, as well as bringing positions that were out of compliance up to where they should be. Training, flexibility, experience, education, incremental steps, cost of living adjustments and rank & file were all discussed. We need to look at the position and not the person. Justification could be made by a

strong performance evaluation process. Chairman Cruickshank wants to reward experience. Commissioner Hasbrouck moved to go to a 42% salary spread system with a raise in 6 particular positions, depending on the budget, effective October 1<sup>st</sup>. Commissioners Willey seconded and the motion carried. Treasurer Young asked for a copy of the pay scale and policy. Pat Duncan was scheduled to discuss the Pay Policy at 10:00 a.m. on August 19<sup>th</sup>. Chairman Cruickshank asked Pat to send copies of the pay scale and policy to each of the Elected Officials and Department Heads.

Cynda Herrick appeared to discuss the Seubert/Potlatch Easement. Ben Ballard with Potlatch stated they had previously been given an easement from the Koskella property off Goode Lane through Valley County property and asked for clarification. Access and intent were discussed. It was suggested that surveyor Rod Skiftun should be involved. Chairman Cruickshank stated that possibly an agreement could be made between Valley County & Potlatch but that advice from Prosecutor Kiiha was needed as well as additional information and maps. Chairman Cruickshank also explained the prior situation where the former prosecutor was not available during the purchase of the property from Seubert's.

Adjourn for lunch at 12:10 p.m.

Reconvene at 1:05 p.m.

Planning & Zoning Commission interview with Dusty Hibbard was held. The Commissioners posed numerous interview questions and reviewed Mr. Hibbard's resume. Discussion ensued between the Commissioners. Commissioner Willey asked Mr. Hibbard if he understood that P&Z Commissioner was a volunteer position. Representatives from all sides of the spectrum are needed on the commission. There is a diverse representation on the commission now and Cynda recommended that Mr. Hibbard would be a good replacement for Mr. Olson. Motion was made by Commissioner Willey to appoint Dusty Hibbard to the Valley County P&Z Commission to fulfill Tom Olson's position. Second by Commissioner Hasbrouck and motion carried.

Kathy Hull appeared representing the Cascade Chamber of Commerce, West Mountain Snowmobile Club and Cascade Auto. The Commissioners gave congratulations on her son winning mutton-busting at the Fair. The Chamber of Commerce has gotten a tourism grant for the 2<sup>nd</sup> year and has been awarded a sum of money. They would like to promote snowmobiling in southern Valley County. They would like to go to the Washington snow show in October and asked if there may be economic development monies available to help with those expenses. The Commissioners encouraged cooperation with the other snowmobile clubs as opposed to opposition and asked Kathy to correspond with the Smith's Ferry Snowmobile Club. Snowmobile maps have been prepared by Press in the Pines and ISSA. Motion was made by Commissioner Hasbrouck to pay up to \$1,500 from Economic Development for the Cascade Chamber and West Mtn Snowmobile Club to promote snowmobiling in Valley County. Second by Commissioner Willey and carried.

Motion was made by Commissioner Hasbrouck to go into Executive Session I.C. 67-2345 (1)(b) regarding a personnel matter at 1:40 p.m. Second by Commissioner Willey and carried.

Adjourn executive session at 2:26 p.m. and reconvene in regular session.

Decision from Executive Session - Motion by Commissioner Willey to set the current salary for the Chief Deputy Clerk at \$37,849, Class II, Step I. Second by Commissioner Hasbrouck and carried.

Ralph McKenzie reported for Solid Waste and presented a scale drawing of the proposed new transfer station. The Commissioners discussed ADA compliance, counter heights, building dimensions and cost estimates. Ralph would like to put it out for bid. The septic system was discussed and Ralph was asked to find out more information. The building is fully budgeted for and he would like to start construction as soon as possible. Ralph was asked to come back on August 19<sup>th</sup> with more information on the septic system.

Curtis Bennett, Road Supervisor, presented an Idaho Power/Heinrich Road quitclaim deed for signature. Motion for signature and approval of the deed by Commissioner Hasbrouck, second by Commissioner Willey and carried.

Curtis updated the Commissioners on current projects. Idaho Power has asked Curtis to be on a community advisory committee concerning a new transmission line. A meeting on that project is Thursday, August 15<sup>th</sup> from 10-2 p.m. He spoke with a gal processing the 319 grants, particularly on West Mountain Road and has received a bid from Big R for \$35,000 for Big Creek (Jacob's Ladder) and 4 culverts as well. He met with Midas Gold and the Boise and Payette National Forests. They are working on a developmental decision making process concerning getting equipment into the mine. They welcome Midas into the community but there are recreational concerns. Warm Lake Road is not designed to carry heavy loads. He suggested building a schedule. There is a need to mitigate the road for snowmobilers and think about alternative routes.

Concerning the Weed Department, Curtis has a letter documenting that Juvenile Corrections would be helping with Weed Control. Commissioner Hasbrouck advised that there were weeds in front of the Courthouse that needed to be taken care of. Recent tests for West Nile are negative. East/West Road construction is going well.

The Commissioners then held a budget workshop discussion.

Meeting adjourned 4:20 p.m.

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Gordon L. Cruickshank, Chairman

Attest:

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Trudy Eiguren, Chief Deputy Clerk

TME/akm 8-22-13