

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
November 13, 2012**

**PRESENT: GORDON L. CRUICKSHANK (CHAIRMAN)  
GERALD "JERRY" WINKLE (COMMISSIONER) ABSENT  
RAY MOORE, (COMMISSIONER)  
ARCHIE BANBURY, CLERK**

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

Glenna Young led the Pledge of Allegiance to the flag of our country.

Commissioner Moore moved to approve the agenda, eliminating the approval of the minutes of November 5, 2012. Second by Chairman Cruickshank and carried.

Claims were reviewed by the Commissioners. Glenna clarified an erroneous charge to the Treasurer of \$28.63 that should have been to the extension office. The total for claims came to \$239,328.78, to include two board order claims in the amounts of \$6,158.75 and \$5,340.02 for a grand total of \$250,727.55. Commissioner Moore moved to approve the claims, seconded by Chairman Cruickshank and the motion carried.

Katie Durfee presented one request for Junior College Tuition for Rachael Morton. Commissioner Moore moved approve the request, seconded by Chairman Cruickshank and the motion carried.

Building Department - Anne Guarino reported no news from the Building Department.

Court Services - Doug Miller noted he has three juveniles in custody from another county. He had an incident where a juvenile damaged a door requiring the replacement of the lock. The juvenile will be held accountable for the damage.

Snow Removal agreement with Fly Construction was presented by Doug Miller, in order with the required proof of insurance and worker's compensation coverage. This was confirmed by Chief Deputy Clerk Katie Durfee. Commissioner Moore moved for acceptance of the contract with Fly Construction, seconded by Chairman Cruickshank and motion carried.

Doug also discussed that his staff had attended a suicide prevention course provided by the McCall Fire Department. Staff will attend another session by Rose Advocates as concerns domestic violence.

He will be attending mental health training today and juvenile justice on Friday of this week.

Extension Director Vim Braak was unable to attend.

Human Resources - Pat Duncan reported and presented the contract with Benefit Managers. Commissioner Moore moved to approve the contract and a second agreement for Business Associates with HIPPA considerations and Chairman Cruickshank seconded, with the motion being approved. Pat noted that she does not have a signature page from the Board for the Personnel Policy, which was adopted on January 23, 2012. She provided one and it was signed by Chairman Cruickshank and Commissioner Moore, Commissioner Winkle being absent.

IT - David Crawford noted he had received a proposal from May Security and that it was acceptable and required a 50% down payment (to defray the cost of the equipment) balance to be paid on completion. Commissioners found that acceptable, the project had been previously approved.

He also presented the Integra Service Agreement at a cost of \$1,426. Commissioner Moore moved to approve the agreement, Chairman Cruickshank seconded and the motion carried.

David noted that they are 75% complete with the Prosecutor's Office computer update, and have also replaced the DMV computer in McCall, and is arranging for the telephone to be "switched" to ring in Cascade when Marcia in McCall is busy and cannot answer the phone.

June Fullmer explained the implementation of the telephones and publication of the changes.

Commissioners recommend two options on the telephone, as opposed to three, to simplify matters for both the public and the DMV clerk in McCall.

Chairman Cruickshank noted that building maintenance has been moved to Ralph McKenzie with Scott de Jong as his employee to perform maintenance functions, which responsibility includes office supplies.

Cynda Herrick reported concerning Planning and Zoning matters. She noted that she has heard from Jim Lemieux that Joe Koontz will be forwarding the easement documents to be signed by Valley County.

She also prepared Resolution 13-2 for approval by the Board, rescinding the deed restriction on the Bend at Blackhawk. Commissioner Moore moved and seconded by Chairman Cruickshank, to approve Resolution 13-2 and authorization for the Chairman to sign. Cynda then asks for consideration the RFP for a Noise Specialist. Chairman Cruickshank suggests a short news article and such publication of our needs as is appropriate without incurring excessive costs.

A discussion of the issues of Flat Creek Road and public access followed. Commissioner Moore has spoken with Mr. Bloxsom, and expects the attendance of him at a future Board meeting.

Paul Fodrea, with WICAP was unable to attend.

June Fullmer, Assessor met with the McCall DMV clerk and is rearranging her hours and will publish the changes in the local newspaper, and will publish telephone number changes as well.

Clerk Banbury reported on activity level in the Clerk's Office. Elections went well and had no issues with counting the ballots. He also has a full staff with the recent hiring of two employees.

Glenna Young has prepared her 24,000 plus tax notices and her offices works to put duplicates and triplicates in one envelope. Her goal is to have all notices out by November 15<sup>th</sup>. She notes the conference room is a bit crowded at times and asked if other rooms are available. One of the issues is the envelope stuffing machine is in the conference room and she inquired if there is another place available. It is a question for Ralph as to the utilization of rooms in the courthouse. The Commissioners offered the use of their Chambers for some of the meeting requirements her office needs if it is available. .

She questioned the availability of the Explorer used to collect the courthouse mail by her office. She finds it unavailable because the Extension office uses it continually. Then the extension office is taking it out of town. So, the priority of use of the Explorer should be clarified. Glenna was asked to appear at 1:30 p.m. to discuss the use of the Explorer with the Road Department.

She discussed the tax deed process which requires action by the Commission which she attributes as the responsibility of the Commission, and not the Treasurer. Chairman Cruickshank said he would discuss further with the Treasurer after the close of the BOCC meeting to understand the requirements needed by the Commissioners.

Sheriff Bolen reported that the City of Cascade will be joining forces with the Sheriff's office, for use of the Computer Arts software. She will be attending the City Council Meeting.

Pat Duncan then appeared and discussed a job description for the Facilities Manager position and minor adjustment to the draft.

Larry Laxson, Snow Grooming Coordinator discussed Snow Grooming. He has reduced the operators from 8 to 7, all being fully trained. The Donnelly cat is still down. There is still a problem with the tiller for Cascade and he is working with IDPR to resolve the issue to avoid costs to Valley County. The State of Idaho is transferring ownership of the drags to Valley County. We have a number of them, and there may be more than we can use. The state wants to review the drags and tillers. There are a number of issues involved.

He has developed a purchase order program to be used for the program.

Volunteers operating equipment for Valley County will need to have drug tests and he is developing a program to track volunteer hours.

As to pertains to avalanche training, Larry discussed new protocol which designates one person, and only person to perform the tests. It would be well to have two persons designated. The agreement simply needs to state that the person is the Sheriff's designee. The document was prepared from a draft of the process. The agreement should be amended, so it is not tied to a specific person, who may or may not be available.

Commissioner Moore notes that requiring the same person be there all the time is not practical, we can't commit to that, and in fact, neither can the Forest Service.

Sheriff Bolen noted that she has two equally trained persons in avalanche protocol and can assign either of them, depending on availability.

Larry Laxson found the snowmobile assigned to the coordinator has a seized engine, and would like to use his own machine with the County paying for the fuel. He is more comfortable riding a machine he is familiar with. Chairman Cruickshank is not in favor of the use of his own machine, as there is a question as to who is responsible for repairs and felt we should look at other alternatives. Larry said he would agree to repair his own machine if it was damaged while using it for County business. It was noted that he should not travel on county business unaccompanied using his snowmobile as this was a safety issue.

Closed session for Indigent and Charity at 10:45 a.m.

Resumed regular session at 11:00 a.m, with the following actions noted:

- 12-RD058 County Assistance - Approved
- 12-SM052 County Assistance - Denied
- 12-CS075 County Assistance – Denied
- 12-JO069 County Assistance – Denied
- 12-BG061 County Assistance – Denied
- 12-SJ092 Request for Indigent Lien – New Application
- 12-PE051 Request for Indigent Lien – New Application
- 12-JS087 Request for Release of Lien – Denied
- 13 Assignments for the Catastrophic Health Care Fund

Katie Durfee, Chief Deputy Clerk provided certification for the Board as concerns the November 6<sup>th</sup> General Election.

Donna Petersen, who ran the election process, reported the election went very smoothly with all precincts in balance and no errors noted. Nothing out of order occurred and the work was completed as quickly as she can remember. Voter turnout was 83.1% and appears to be the highest recorded in recent history. Also, the number of absentee ballots was the highest in history, in excess of 1,800.

Commissioner Moore moved acceptance of the canvass of the ballots, Chairman Cruickshank seconded and the motion carried.

Rhonda Bishop appeared on behalf of the U. S. Forest Service, and reviewed the Challenge Cost Share agreement as presently proposed.

Rhonda will attempt to locate the draft of Valley County's input for the development of the Annual Operating Plan, specifically as it applies to personnel to be assigned to the avalanche prediction and control effort. After discussion of the document and correction of some minor misstatements, i.e., the equipment list and the membership of the Valley County Snow Mobile Advisory Committee which had changed since the document had been drafted all concurred and Rhonda agreed to insert the corrections so that the deadline could be met.

Commissioner Moore moved to accept the Cost Share Agreement and authorize the Chairman to sign the same. Second by Chairman Cruickshank and carried.

John Jeffries, President of the Snowmobile Club, representing Cliff Day, presented a grant request for a restroom facility at "5 corners" about 2 ½ mi northwest of No Business. The Snowmobile Club wants to apply for a grant of \$16,000 for the construction of the same. Commissioner Moore suggested making Valley County the applicant and enlisting the assistance of the Clerk's Office in developing the grant request. Donnelly Snow Mobile Club intends to maintain the facility during the snowmobile season, and in the off season the U. S. Forest Service will provide the maintenance.

Recessed for lunch at 12:00 noon.

Reconvened at 1:00 p.m.

Sheriff Bolen appeared and discussed her recommendation for a computer assisted program in Dispatch and eventually in Patrol vehicles. She discussed the history of her efforts, and noted that she presently uses Computer Arts software. Computer Arts has submitted a new quote for approximately \$78,000. Regarding the proposed selection of Computer Arts, we already use them, and are just adding to the existing systems. They plan to test the use of a tablet as well as laptops. Tablets run \$2,700 to \$3,400 plus mounts per tablets \$350 to \$400. Laptops would be \$5,000 plus the same mount, of \$5,400 per unit, and 13 are needed. A "desk top" server would also be required, and there will be some license costs of \$70 to \$100 per year.

Grants may be available, John Coombs will check, as there may be some. They want CAD up and running in dispatch before the mobile units are acquired. At this point, they need a decision to proceed and they can get started immediately. Commissioner Moore will contact the City of McCall Manager to let them know the direction we are going with CAD. Sheriff Bolen will contact the City Council in Cascade to let them know.

Lori from the Road Department who handles Motor Pool vehicles appeared. Discussion was held concerning motor pool vehicles and usage. Commissioner Moore is to write a letter explaining use of the Explorer, vehicle #443 between departments concerned.

Ralph McKenzie appeared to discuss Solid Waste. The land exchange with the Davis family has been completed. He provided the 2012 year to date information on gate receipts. He has a tentative agreement for High Valley residents and support for them from Gem County. He will be meeting on the RFP with the bidders on Thursday morning to clarify the scope of work to be performed.

He is waiting on a response from the Forest Service concerning the proposed plan for the Warm Lake and Yellow Pine disposal sites.

Ralph also discussed the situation of processing glass as a recyclable. There are many difficulties. He was directed to publish the fact that we will suspend acceptance of glass for recycling on January 1<sup>st</sup>, 2013 and printing it twice. Also notify Lakeshore of the change.

Adjourned at 2:30 p.m.

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Gordon L. Cruickshank, Chairman

Attest:

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Archie N. Banbury, Clerk