

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
December 9, 2013**

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

Meeting called to order by Chairman Cruickshank at 9:01 a.m.

Valley County Human Resource Director, Pat Duncan led the pledge of allegiance.

Chairman Cruickshank advised that there is additional documentation from SAAP Grant that needs to be reviewed and signed. He would like this added to the agenda. Commissioner Hasbrouck made a motion to accept the agenda with the addition of the SAAP Grant. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the agenda as amended.

Valley County Deputy Auditor, Alysa Morrison presented the Commissioners with Claims totaling \$230,200.40. Commissioner Hasbrouck made a motion to approve Claims as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Claims totaling \$230,200.40.

Valley County Chief Deputy Assessor, Sue Probst presented a Request for Market Value Cancellations on two different parcels. One of the requests for cancellation was for Assessment Year 2012. Valley County Treasurer, Glenna Young wanted to determine if the taxes have been paid in 2012. Sue advised that these errors were discovered by her last week. Chairman Cruickshank asked if she needed to research this issue and bring back to the Commissioners? Chairman Cruickshank recommended that the Commissioners cancel the market value for Cancellation Number 5 and Cancellation Number 6. Commissioner Willey made a motion to cancel market value for Cancellation Number 5 and Cancellation Number 6 and disallow

cancellation of market value for Cancellation Number 25. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to cancel the market value for Cancellation Number 5 and Cancellation Number 6. The request for Cancellation of market value on Cancellation Number 25 will be disallowed.

Valley County Clerk, Douglas Miller presented the Standards & Poor's credit rating report for Valley County. The rating for Valley County has been upgraded from A to AA-.

Valley County Sheriff, Patti Bolen was not present but Chairman Cruickshank updated the Elected Officials and Department Heads about the search for the plane that was reported missing. Chairman Cruickshank advised that it was a tough search and unfortunately the plane has not been found. Chairman Cruickshank explained that there was also assistance from the Governor's office to get extra helicopters. Chairman Cruickshank reported that the Valley County Sheriff's office has scaled back the search for the missing airplane.

Valley County Treasurer, Glenna Young advised the Commissioners that she wanted to clarify that when you cancel market value there will not be any taxes assessed. She reported that tax payments are coming in and further reported that she will be going to the association of tax payer's conference in Boise, Idaho.

Anne Guarino with the Valley County Building Department reported that building in Valley County is winding down but frame work of several buildings are coming up for inspections. She reported that there were 192 building permits issued this year compared to 160 building permits last year. Commissioner Hasbrouck asked what the snow load for Valley County was? Anne advised that the snow loads are 120 pounds to 150 pounds.

Valley County Court Service Director, Skip Clapp advised that the Juvenile Detention Inspection is on December 17, 2013. He reported that the Juvenile Detention Center did not have any juveniles in custody.

Valley County Human Resource Director, Pat Duncan reported that an individual was selected for the part-time Department of Motor Vehicle employee. She indicated that she has 15 job descriptions to complete out of 82 and she would like the Commissioners review the job descriptions for Department Heads to make sure the descriptions are accurate. Commissioner Hasbrouck wanted to make sure that there was a compiled list of the job descriptions that the Commissioners would have the ability to review.

Valley County IT Director, David Crawford reported that the web developer is still working on Valley County Website. Commissioner Hasbrouck asked about the scanning projects? David advised that this project is still progressing. Commissioner Hasbrouck asked about the phone line issues? David advised that all of the excess phone lines have been removed from Valley County's phone bill.

Valley County Planning & Zoning Administrator, Cynda Herrick provided information that she received the signs back from Safety Supply & Sign Company that were ordered. She reported that the ground is too frozen to install. Cynda reported that Ben Wellington would like the County Surveyor to find the property lines at the Senior Center in order to find setbacks for the food pantry. Chairman Cruickshank advised that the County needs to know officially where the

property lines are. Cynda reported that flood plain insurance is going up dramatically because of new requirements of federally backed loans. Commissioner Hasbrouck wanted to know if Cynda found anyone to facilitate the recreation pamphlets group? Cynda is still trying to find someone to complete pamphlets. She reported that a young student at Cascade High School was still doing pamphlets of fishing lakes and UHV trails. Cynda advised that this is a Cascade Chamber pamphlet project. Commissioner Hasbrouck advised that he is still working on Mill Street project and explained that Valley County Road Superintendent, Curtis Bennett has concerns that the road is not wide enough. There is an issue with the arch being in the right of way. Cynda further reported that she is waiting to find out what the CRS rating is going to be in the future. She lastly presented that the Sterling Codifiers bill was for all the changes that were done.

Valley County Recreation Director, Larry Laxson advised that the Snow Groomers are currently grooming. He again reported that the Van Wyck Bridge has new trail area for snow grooming. He advised that a new tiller for Cascade has been ordered. He reported that the snow groomers are grooming at high elevation and have also groomed into Burgdorf Hot Springs. A new groomer operator was hired for Smith's Ferry, Kevin Turner. Larry advised that there would be a Snow Groomer and volunteer meeting on Friday December 13, 2013; in Donnelly at 9:00 a.m. Larry explained that the meeting would cover safety protocol and training. Larry also provided the letter of support letter to include with the Wellington Snow Park grant. It was advised that the County would not know if awarded the grant until May 2014. Larry explained that the Snow Groomer report will be completed by Dispatch and submitted to the Commissioners and others for distribution on a regular basis with the hope that the report could be posted on the Valley County website. Commissioner Willey asked if Dan Krahn would be paying a portion of the snow grooming maps? Larry advised that it is mandated that the Forest Service pay for these maps. The snowmobile clubs are willing to help pay for the cost. It was presented that the maps will look nicer this year.

Paula Fodrea with WICAP advised that their office has provided energy assistance for 244 households with a total cost of \$75,889. She provided additional details about the Tamarack Ski Resort opening, in which a family could get ski passes for providing donations of food and/or nice winter clothing. She reported on the WICAP benefit concert and reported that 25 people were in attendance and \$120 was raised. Paula would like to make a trip to YellowPine to find out if there are any needs in their Community. Paula advised that the Valley County Road Department would be taking her to YellowPine.

Valley County Treasurer, Glenna Young and Chief Deputy Assessor, Sue Probst came back regarding the market value cancellation request. It was again reported that this was a homeowner exemption that had an error. After reviewing the prior cancellation it was suggested that Cancellation Number 25 will be consolidated with Cancellation Number 5 and approved. Chairman Cruickshank made a motion to consolidate Cancellation Number 25 with Cancellation Number 5 and approve. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to consolidate Cancellation Number 25 with Cancellation Number 5 and approve.

Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from December 2, 2013. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes from December 2, 2013.

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Chairman Cruickshank presented resolution 14-03. Commissioner Willey made a motion to approve and sign resolution 14-03. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve and sign resolution 14-03.

Chairman Cruickshank presented the close out documents for the SAAP or STAG grant that needed Chairman Cruickshank's signature. Commissioner Hasbrouck made a motion to sign the SAAP closeout documents. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to sign the SAAP closeout documents.

Chairman Cruickshank advised that the Commissioners would be going into closed hearing for Indigent and Charity at 10:40 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent and Charity at 11:05 a.m.

Decision after Indigent and Charity

14-LH050-2 Request for Approval

14-CB055 Request for County Indigent Lien

14-GM052 Request for County Indigent Lien

13-AC070-2 Final Denial Determination

13-FS-084 Withdraw Application

13-JM081 Withdraw Application

Chairman Cruickshank advised that there was an accident involving another county vehicle and the discussion is to determine what should be done. Chairman Cruickshank advised that several years ago vehicles were given to the Cascade Senior Center and the McCall Senior Center. It was disclosed that these vans are provided maintenance through the Valley County Road Department and fueled by the Senior Centers. Chairman Cruickshank provided an overview of the accident that occurred involving the Cascade Senior Center Van. Chairman Cruickshank provided documentation from ICRMP which shows that the Counties deductible is higher than what the vehicle is worth. It was explained that the Motor Pool Department would figure out what needs to be done to provide a vehicle to the Cascade Senior Center.

Chairman Cruickshank suggested that the Commissioners talk about the Valley County Vehicle Use Policy before making a decision on what should be done. The question is who gets to drive the vans when these vehicles are provided? Chairman Cruickshank believed that Valley County could donate vehicles with the requirement that the Senior Center should pay for the liability insurance. Chief Deputy Clerk, Trudy Eiguren requested that there is a meeting between County officials and volunteers to discuss the Valley County Vehicle use Policy.

Commissioner Hasbrouck believed that the County should make some sort of policy that only allows certain people to drive vehicles. It was also suggested that the County should look at requiring the Senior Center to provide liability insurance. Chairman Cruickshank also wanted

to find out if the University of Idaho extension office provides the liability insurance for the vehicle that is provided by Valley County.

Chairman Cruickshank suggested that a conversation take place with the Cascade Senior Center and see what the possibility of them getting insurance on any vehicle Valley County donates to them. It was also suggested that the same discussion take place with McCall Senior Center.

It was determined that Chief Deputy Clerk, Trudy Eiguren would prepare a letter to the Senior Centers regarding the proposed changes involving the donated vehicles and requirement that liability insurance would no longer be covered by Valley County, for Chairman Cruickshank signature. The changes would take effect September 30, 2014.

Commissioner Willey made a motion to contact McCall and Cascade Senior Centers to advise that Valley County will title the vehicles to them but the Senior Centers would be responsible for the insurance and maintaining the vehicles with a proposed deadline of September 30, 2014. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion carried.

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

Commissioners returned from lunch at 1:01 p.m.

Valley County Road & Bridge Assistant Superintendent, Jeff McFadden presented an amendment to the Idaho Health & Welfare contract for the mosquito contract as it provides additional funding, to Valley County, than what was previously proposed. Commissioner Hasbrouck made a motion to accept the amended Idaho Health & Welfare Mosquito Contract and have Chairman Cruickshank sign the contract. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the amended Idaho Health & Welfare Mosquito Contract and have Chairman Cruickshank sign the contract.

Jeff reported that Deadhorse Bridge is completed and the guardrails have been installed. He reported that next spring there will be an additional section of guardrail added.

He also reported that the Road & Bridge Department is in the process of doing brush work on Trabbert Lane and completing the work on Heinrich Lane.

Ralph McKenzie, Solid Waste/Building Department Supervisor provided an update regarding the Department of Motor Vehicle move to Idaho First Bank and indicated that three different departments have funds in their budgets to help pay for the lease at the Idaho First Bank building. It was suggested that Ralph check to see if the Department of Motor Vehicle equipment would be covered under ICRMP liability insurance. Ralph was asked about the cost of the wiring for the transition and he did not think that there would be a substantial cost. Commissioner Hasbrouck indicated that if there is no additional cost, he thought that Valley County should move forward on this project. Ralph advised that he would report back to the Commissioners about the liability insurance question.

Chairman Cruickshank asked about any surplus desk that might be available? Ralph did not know of any desk that would be available. Chairman Cruickshank advised that the EOC building needs some desks and it has been recommended that blinds be installed to protect against sun exposure. Chairman Cruickshank suggested that it might be necessary to have corkboards or whiteboards at the EOC building for when there are situations that the EOC building is being used. Ralph advised that he would research and report back to the Commissioners.

Chairman Cruickshank shared that he received a phone call from a citizen who was happy about the new building at the Valley County Landfill and thought that it was worth tax payers' dollars. Ralph advised that there are only a few things that need to be completed with the new scale house.

Ralph wanted to talk about chemical makeup of material that was in the water for the boiler. Power Engineering provided an analysis and description of what needed to be done to prevent from occurring again. This document will be appended to the meeting minutes. It was recommended that a softener be used to breakdown the material that is in the water. Commissioner Hasbrouck asked if there were any funds in the budget to pay for water softener? Ralph believed that he did have funds in the budget in order to purchase and maintain a water softener.

Ralph requested that Commissioners allow him to donate the old scale house that is still at the landfill. Commissioner Willey made a motion to declare the old scale house as surplus and to allow Ralph McKenzie to dispose of the building. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to declare the old scale house as surplus and allow Ralph McKenzie to dispose of the building.

Ralph informed the Commissioners that he will be using Cutting Edge for the snow removal in Cascade. He further advised the Commissioners that Mr. Duaine Ackerman is getting ready to retire soon.

Commissioner Hasbrouck made a motion to move the Department of Motor Vehicle location from the McCall Annex to the Idaho First Bank with review of the current ICRMP Liability Insurance. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to move the Department of Motor Vehicle location from the McCall Annex to the Idaho First Bank building after reviewing the current coverage of the ICRMP liability insurance.

Valley County Recreation Director, Larry Laxson and Susan Jenkins with Payette National Forest presented a new Challenge Cost Share Agreement with the Payette National Forest Service. Commissioner Hasbrouck made a motion to sign the amended Challenge Cost Share Agreement with the Payette National Forest Service. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to sign the amended Challenge Cost Share Agreement with the Payette National Forest Service.

Commissioner Willey made a motion to sign the annual operation plan with the Payette National Forest for fiscal year 2014. Commissioner Hasbrouck seconded the motion. No

further discussion, all in favor. Motion passed to sign the annual operation plan with the Payette National Forest for fiscal year 2014.

Commissioners adjourned the meeting at 2:00 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk