

# Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street  
Cascade, Idaho 83611-1350



Phone (208) 382-7100  
Facsimile (208) 382-7107

**GORDON L. CRUICKSHANK**  
*Chairman of the Board*  
gcruckshank@co.valley.id.us

**BILL WILLEY**  
*Commissioner*  
bwilley@co.valley.id.us

**ELTING G. HASBROUCK**  
*Commissioner*  
ehasbrouck@co.valley.id.us

**DOUGLAS A. MILLER**  
*Clerk*  
dmiller@co.valley.id.us

## IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO

March 27, 2017

**PRESENT:                   GORDON CRUICKSHANK (CHAIRMAN)**  
**BILL WILLEY (COMMISSIONER)**  
**DOUGLAS MILLER        (CLERK)**

**Excused Absence-ELT HASBROUCK (COMMISSIONER)**

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

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for March 27, 2017. Chairman Cruickshank that Treasurer, Glenna Young was not ready to present Cancellation #17-6 and that matter would need to be deleted from the agenda. Commissioner Willey made a motion to approve the Commissioner's Agenda for March 27, 2017, with the deletion of Cancellation #17-6. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's Agenda for March 27, 2017, with the deletion of Cancellation #17-6.

Senior Deputy Clerk, Christina Shaffer presented the Commissioners with Claims, Board Order Claims.

|                            |             |
|----------------------------|-------------|
| General Fund               | \$89,962.26 |
| Road & Bridge              | \$13,326.08 |
| District Court             | \$2,077.81  |
| Indigent & Charity         | \$29,223.53 |
| Solid Waste                | \$57,535.76 |
| Tort                       | \$79,331.00 |
| Weeds                      | \$151.20    |
| McCall Donnelly Snowmobile | \$948.80    |

Board of County Commissioners Meeting

March 27, 2017

Page 1

|             |                      |                    |
|-------------|----------------------|--------------------|
|             | Cascade Snowmobile   | \$1,112.57         |
| Board Order | Economic Development | \$10,000           |
|             | Interlock Trust      | \$70.00            |
|             | <hr/> Total:         | <hr/> \$284,187.51 |

Commissioner Willey made a motion to approve the Claims, Board Order Claims, and two Junior College Applications. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims, Board Order Claims, and two Junior College Applications for Ms. Hayley Hughes and Mr. Isaiah Urrutia.

Emergency Manager, Juan Bonilla presented to the Commissioners regarding the amount of damage on the roads in Valley County could potentially cost in excess of \$200,000. He advised that he had spoken with Road Superintendent, Jeff McFadden regarding the area that had been affected. He reported that the Road Department was still moving debris off the road and there had not been any repairs conducted because of the debris. Mr. Bonilla advised that he had been meeting with the Idaho Office of Emergency Management and they suggested that Valley County had the criteria in place. He explained that Valley County needed to continue to show the data of the expenses and the effort that had been made to estimate the continued cost of repair and removal. He advised that there was a \$50 million dollar emergency fund that the Idaho State Legislators are attempting to determine disbursement options. He explained that there was a State Emergency Declaration in Northern Idaho that Valley County could be a part of. He explained that the Commissioners would need to determine how much reimbursement should be requested to the State of Idaho. Chairman Cruickshank explained that he had seen photos that had been provided by the Valley County Road Department which showed complete road prism failures. Chairman Cruickshank advised that the Commissioners would need to give authority to Emergency Manger, Juan Bonilla to convene the damage report and estimated cost to the state of Idaho.

Chairman Cruickshank made a motion to declare Valley County in a State of Emergency and authorize Emergency Manager, Juan Bonilla to be representative for Valley County and authorize Juan Bonilla to request up to \$50,000 reimbursement through the Idaho Office of Emergency Management. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to declare Valley County in a State of Emergency and authorize Emergency Manager, Juan Bonilla to be the representative for Valley County and authorize Juan Bonilla to request up to \$50,000 reimbursement through the Idaho Office of Emergency Management.

Assessor, June Fullmer presented to the Commissioners on matters involving the Assessor's Office. She provided an overview of the legislation regarding park models that was awaiting the signature of the Governor of Idaho. She explained that the office was continuing to work on getting values set for the 2017 assessment year.

Clerk, Douglas Miller reported on upcoming budget workshops for Fiscal Year 2018. He informed the Commissioners about the May 16<sup>th</sup> election that would be taking place for the City of McCall and the Payette Lakes Sewer & Water District.

Prosecuting Attorney, Carol Brockmann informed the Commissioners about a press release she was working on regarding the tax deed properties that would be auctioned off in the near future. She explained that DEQ would like wording in the in press release regarding the LID Payments. Carol presented on the procedure she had been working on regarding the transportation of juveniles to Ada County Juvenile Detention Center or Canyon County Juvenile Detention Center. She advised of new procedures that would take place to address immediate issues. Carol reported that she was still working on protocol for the operation of the morgue. Carol discussed the draft of the personal manual and she was opening that the Commissioners would have the ability to review within two weeks. Carol discussed an upcoming jury trial for Aggravated Battery. She presented on a few criminal sentencing that occurred last week before the District Court.

Sheriff, Patti Bolen reported that the Commissioners would need to review the North Beach Ordinance and explained that there might be modifications that are needed.

Treasurer, Glenna Young reported that the Treasurer's Office was working on tax deed issues. She advised that the next Tax Deed Hearing would be set for July 24, 2017, at 1:00 p.m. She advised that the office was attempting to make contact with all of the property owners.

Chairman Cruickshank advised that Solid Waste Manager, Cindy Forgy was unable to attend but did provide an email with an update of a few matters. Lake Shore Disposal Manager, Scott advised that they have been working with the Solid Waste Manager, Cindy Forgy on matters involving solid waste. He explained that Lake Shore Disposal was working on acquiring larger vehicles for solid waste pickup. Scott advised that he was working on picking up the solid waste in Yellow Pine. He reported that Lake Shore Disposal was still hauling 75 tons a week to Adams County but there have been issues with the weather causing extremely muddy conditions. He explained that the remaining solid waste loads had been taken to Mountain Home.

Anne Guarino with the Building Department reported that building permits were coming in and she believed that it would be a busy season. She reported that there have been discussions regarding the Tamarack Village from the perspective of the Building Department. She advised of a few structure failures that she had inspected. Anne reported that Annette Derrick passed the Certified Plan Reviewer Test. Commissioner Willey asked about the reporting of structure failures and what was the responsibility of Valley County. Anne explained that the Building Inspector needs to post the buildings as dangerous structures and there would be a requirement for demo permit. She also explained that the property owners might want to rebuild which would require an additional building permit. She advised that the main reason was to make sure that the public was aware of the dangerous structures. Anne advised that on April 19, 2017, there would be an announcement of the awards for the Americas Best Communities contest.

University of Idaho Extension Educator, Melissa Hamilton provided an overview of presentations that she had been conducting over the last few months. She advised that she would be presenting in Washington D.C. for leadership. She explained that she would be on vacation starting April 11, 2017.

Court Services Director, Skip Clapp informed the Commissioners that there have not been any juveniles at the Valley County Juvenile Detention Center. He advised that he was still waiting on the contract from Ada County Juvenile Detention Center but had received the contract from

Canyon County Juvenile Detention Center. Skip reported on the discussion with local law enforcement regarding the transportation of juveniles and appreciated the effort to develop a solution. Skip discussed further training for the Adult Misdemeanor Probation Officers for defensive tactics and advised that the McCall Police Department will allow the staff to go through the training with them. Skip reported on a diversion training that would be taking place and informed the Commissioners that Valley County had received a scholarship. Prosecuting Attorney, Carol Brockmann explained that local law enforcement and the Sheriff's Office would be attending the diversion training.

Human Resource Director, Ken Arment reported that he was looking at developing an on boarding program for new employees with Valley County and provided a description of what it would entail. He reported that there were still openings for Dispatch and Adult Detention.

Recreation Director, Larry Laxson reported on meetings that he attended related to parks and recreation. He reported that the snow groomers were still operating in a few areas. He advised of some difficulties related to the Forest Service Winter Ranger positions and he would be having a conversation with the supervisor to see if there was a way to be more efficient in the upcoming years.

Road Superintendent, Jeff McFadden presented the Forest Service Agreement Schedule A for Payette Forest & Boise Forest. He provided an overview of the proposed projects on the area which was within the Forest Service. Commissioner Willey made a motion to authorize the Chairman to sign the Forest Service Agreement Schedule A for Payette Forest & Boise Forest and the Cooperative Forest Road Agreement RAC16BNF-009. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed.

Jeff provided an overview of the East Fork cleanup that was taking place. He advised of a webinar that he was participating in regarding of taking asphalt roads to gravel roads. He also provided an overview of repairs that needed to be made to equipment.

Jeff presented one bid for the Goode Pit Rock Crushing project. Chairman Cruickshank opened the sealed envelope which was from Ok Gravel Works LLC. Chairman Cruickshank provided a breakdown of the bid which would be appended to the Commissioner meeting minutes. \$771,520. Jeff reported to the Commissioners that all he has available to spend would be \$300,000. He requested that the Commissioners take the bid under advisement. Chairman Cruickshank set the matter on an upcoming agenda for a decision on April 10, 2017 at 10:30 a.m.

Jeff presented one bid for the Chip Crushing or Purchase Project for the Warm Lake Project. Chairman Cruickshank opened the only bid that was received from OK Gravel Works LLC. Chairman Cruickshank read the bid and a copy of the bid would be appended to the Commissioner meeting minutes. Chairman Cruickshank advised that the overall bid was for \$396,000 and \$288,800. Jeff would like the Commissioners to take the matter under advisement. The matter was placed on the agenda for April 10, 2017.

Emergency Manager, Juan Bonilla reported that he just had a phone call with Idaho Emergency Manager and reported on the appropriate steps that needed to occur in order for Valley County to request reimbursement for the cost of cleanup removal and road repairs. He advised that Road Superintendent, Jeff McFadden believed that the total cost would be around \$400,000.

Juan explained what needed to be done to request reimbursement from the State of Idaho through the State of Emergency Declaration.

Chairman Cruickshank advised that the Commissioners would be going into a closed session for Indigent and Charity at 11:00 a.m.

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

Decision after Indigent and Charity:

|            |  |
|------------|--|
| 17-JF076   | Request for Denial                               |
| 17-KM066   | Request for County Indigent Lien/New Application |
| 17-CA079-6 | Request for County Indigent Lien/New Application |
| 17-TW087   | Request for Release of Lien                      |

Chairman Cruickshank made a motion to go into Executive Session per I.C. 74-206 (f) - Litigation. Commissioner Willey seconded the motion. All Commissioners voted "aye". Commissioners went into Executive Session per I.C. 74-206 (f)-Litigation at 11:08 a.m.

Chairman Cruickshank brought the Commissioners out of Executive Session per I.C. 74-206 (f)-Litigation at 12:16 p.m. No decisions were made after the Executive Session per I.C. 74-206 (f)-Litigation.

Commissioners recessed for lunch at 12:16 p.m.

Commissioners returned from lunch at 1:14 p.m.

Chairman Cruickshank presented the Commissioner Meeting Minutes of March 20, 2017. Commissioner Willey made a motion to approve the Commissioner Meeting Minutes of March 20, 2017. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes of March 20, 2017.

Glenna Young presented to the Commissioners on behalf of the Board of Community Guardians. She provided an update to the Commissioners regarding the activities of the Board of Community Guardians. She advised that the Board had a webpage on the Valley County Website. Glenna provided a copy of the annual financial report for the Commissioners to review. Commissioner Willey made a motion to accept the annual Board of Community Guardian report as submitted. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to accept the annual Board of Community Guardian report as submitted.


Bonnie Brazier with BDPA presented to the Commissioners regarding the job analysis and salary study that was conducted on behalf of Valley County. Ms. Brazier provided a brief overview of their process. BDPA continued a discussion regarding the pay philosophy of

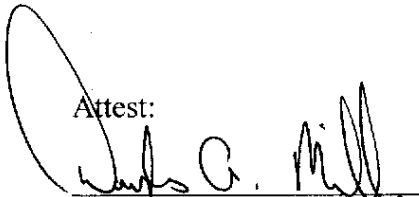
Valley County and what the range had been in the past. Chairman Cruickshank provided an overview of what had been done in the past and included the Hay Study. He also advised that Valley County had a step system in the past. It was explained to the employees that the Commissioners felt that a formal Job Analysis and Salary Survey Analysis be conducted. BDPA concluded the presentation and it was discussed on how Valley County would move forward and implement the possible changes.

McCall City Mayor, Jackie Aymon, McCall City Manager, Nate Coyle and Michelle Groenevelt presented to the Commissioners regarding a Curbside Recycling Update and the survey results that were received by the City of McCall. Michelle Groenevelt informed the Commissioners that recycling continues to come up during the discussions for the new comprehensive plan that was being developed. City Manager, Nate Coyle presented the proposal from Lake Shore Disposal regarding curbside recycling. Chairman Cruickshank described several options related to recycling. Chairman Cruickshank advised that Valley County does not have another site for the McCall Recycling Center and would request the City of McCall to find another location. The discussion continued regarding with the direction that the recycling program should go. The first suggestion was to improve the existing site in McCall with the direction from the McCall Planning & Zoning Commission, continue to review curbside recycling or locate another area for future development.

Prosecuting Attorney, Carol Brockmann began the discussion related to the notices that Valley County had been receiving related to the Tamarack Homeowner Fees. Carol provided her legal opinion that Valley County should object to the request for payment. The Commissioners requested that Prosecuting Attorney, Carol Brockmann draft a protest letter to the Tamarack Municipal Association and the Lodge at Osprey Meadows Association.

Commissioners adjourned the meeting at 4:34 p.m.

  
\_\_\_\_\_  
Chairman, Gordon Cruickshank

Attest:  
  
\_\_\_\_\_  
Douglas A. Miller, Clerk

# Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street  
Cascade, Idaho 83611-1350



Phone (208) 382-7100  
Facsimile (208) 382-7107

**GORDON L. CRUICKSHANK**  
*Chairman of the Board*  
gcruickshank@co.valley.id.us

**BILL WILLEY**  
*Commissioner*  
bwilley@co.valley.id.us

**ELTING G. HASBROUCK**  
*Commissioner*  
ehasbrouck@co.valley.id.us

## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, March 27, 2017

**DOUGLAS A. MILLER**  
*Clerk*  
dmiller@co.valley.id.us

**PROPOSED AGENDA** Note: Any item(s) in need of a motion will be described in the agenda under the appropriate section.

- 9:00 Call to Order – Pledge of Allegiance – Approve Agenda
- 9:05 Claims, Board Order Claims & Junior College Tuition- Senior Deputy Clerk, Christina Shaffer
- 9:15 Declaration of State of Emergency
- 9:30 **Elected Official Reports/Discussion**  
Assessor – June Fullmer  
Clerk – Doug Miller  
Prosecutor – Carol Brockmann  
Sheriff – Patti Bolen  
Treasurer – Glenna Young  
~~Cancellation #17-6~~ *Cancelled*

### **Department Head Reports** - 5 Minutes each

Solid Waste- Cindy Forgy  
WICAP  
Building Department – Anne Guarino  
Court Services – Skip Clapp  
Extension Office- Melissa Hamilton  
Human Resources/Risk Management – Ken Arment  
Information Technology – David Crawford  
Planning and Zoning-Cynda Herrick  
Parks and Recreation- Larry Laxson  
Road & Bridge- Jeff McFadden  
Forest Service Agreements-Schedule A Payette Forest & Boise Forest  
Johnson Creek/East Fork Resurfacing RAC16BNF-009  
Cooperative Forest Road Agreement

- 10:30 Bid Openings for Goode Pit Rock Crushing

- 10:40 Bid Openings Chip Crushing or Purchase Project
- 10:45 Indigent and Charity
- 11:00 Executive Session- I.C. 74-206 (f) Litigation
- 12:00 Adjourn for Lunch
- 1:00 Commissioner Discussion (Correspondence)  
Meeting Minutes of March 20, 2017
- 1:15 Board of Community Guardian Annual Report
- 1:30 BDPA Presentation
- 3:00 City of McCall-Curbside Recycling Discussion
- 3:45 Tamarack Homeowner's Fees- Prosecuting Attorney, Carol Brockmann

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Monday, April 3, 2017