

# Valley County Board of County Commissioners

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**DOUGLAS A. MILLER**  
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
November 13, 2017**

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

Meeting called to order by Chairman Cruickshank at 9:02 a.m.

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for November 13, 2017. 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 Commissioner's Agenda for November 13, 2017.

Senior Deputy Clerk, Christina Shaffer presented the Commissioners with Claims, Board Order Claims and Junior College Applications.

## Fiscal Year 2018 Claims

General Fund	\$170,586.70
Road & Bridge	\$53,316.53

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District Court	\$2,361.82
Election Consolidation	\$3,002.09
Indigent & Charity	\$22,528.30
Revaluation	\$813.74
Solid Waste	\$1,567.83
Tort	\$845.00
Weeds	\$339.40
Waterways	\$293.59
McCall Donnelly Snowmobile	\$13,635.05
Cascade-Warm Lake Snowmobile	\$19.35
Board Order-Title III Trust	\$4,918.95
PILT Trust	\$63,715.00
<hr/>	
Total:	\$344,943.35

Commissioner Hasbrouck made a motion to approve the Claims, hold the Board Order Claim to South West Idaho RC&D and approve the Junior College Applications for Ms. Laurel Crawford, Mr. Dominic Kennedy, Ms. Cascade Neuway, Mr. Tyler Sibus, Ms. Clara Martin, Ms. Emily McKinney, Ms. Anna Botello, Ms. Tara Seubert and deny the junior college application for Mr. Francis Dave Namuag because of not meeting the residency requirement. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the claims, hold the Board Order Claim to South West Idaho RC&D and approve the Junior College Applications for Ms. Laurel Crawford, Mr. Dominic Kennedy, Ms. Cascade Neuway, Mr. Tyler Sibus, Ms. Clara Martin, Ms. Emily McKinney, Ms. Anna Botello, Ms. Tara Seubert and deny the junior college application for Mr. Francis Dave Namuag because of not meeting the residency requirement.

Senior Deputy Clerk, Christina Shaffer presented the commissioners with the Canvass of Votes for the Consolidated Election. Commissioner Hasbrouck made a motion to approve the Canvass of Votes as presented for the Consolidated Elections. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Canvass of Votes as presented for the Consolidated Elections.

Assessor, June Fullmer presented to the commissioners and reported that the appraisers were continuing to work on the reappraisals. She also provided an update regarding the DMV Office in Cascade and McCall.

Clerk, Douglas Miller provided an overview of the consolidated elections to the commissioners and informed the commissioners about the continued transition in the Courts to Odyssey software.

Prosecuting Attorney, Carol Brockmann provided the commissioners with an update regarding the Aggravated Assault case that the Valley County Prosecutor's Office was handling. She informed the commissioners about a matter that she was working on with the Idaho State Tax Commission. She also reported to the commissioners that she was working with Human

Resource Director, Pat Duncan on having a safety inspection done at the Road Department. She reported on upcoming jury trials that are scheduled for December 2017 at the Valley County Courthouse. Carol reported on the issues that the Prosecuting Attorney's Office was having with the Court software Odyssey. Carol reported on a public records request that she was working and explained the amount of time that she has been working on the request and advised that she would be working with the Clerk's Office to determine the cost of the public records request.

Sheriff, Patti Bolen reported to the commissioners that the Sheriff's Office hired a new Patrol Deputy and reported that the Sheriff's Office has filled the last Detention Deputy position at the Valley County Jail.

Treasurer, Glenna Young informed the commissioners that the tax bills have been mailed out. She explained that the company that Valley County was working with to send out the notices had informed the Treasurer's Office that they were sent out on Thursday November 9<sup>th</sup>, 2017. She reported that there was \$43,000,000 in taxes to be collected for Tax Year 2017. She provided the commissioners with an update of the online payments that her office was receiving for on-line court payments. Chairman Cruickshank reported that on the agenda under the Treasurer's presentation there was an Investment Analysis Contract with Clearwater Financial that was not ready to be presented.

Treasurer, Glenna Young presented to the commissioners on Solid Waste matters. Glenna reported that there were IT issues at the Solid Waste Site and she explained that she had put in tickets to have the IT Department address the issues. She advised that Cindy Forgy had requested a speaker system at the transfer site in order to communicate with drivers. She informed the commissioners that there was an employee who would be out for four weeks on FMLA and reported that the part time employee would be required to work additional hours for the time being. Glenna advised the commissioners that Greg Price from the Treasurer's Office had been training at the Solid Waste Site in case there was a need to have additional coverage. Commissioner Willey asked if there was a need to have the part-time employee move to full-time position. Glenna explained that she would continue to monitor the situation and keep the commissioners aware of the situation.

Court Services Diversion Coordinator, Steve Ryan presented the Juvenile Justice Annual Financial Report and County Annual Juvenile Justice Report to the commissioners to review and consider approval. Commissioner Hasbrouck made a motion to approve the Juvenile Justice Annual Financial Report and authorize the Chairman to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Juvenile Justice Annual Financial Report and authorize the Chairman to sign.

Commissioner Hasbrouck made a motion to approve the County Annual Juvenile Justice Report and authorize the Chairman to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the County Annual Juvenile Justice Report and authorize the Chairman to sign.

Melissa Hamilton, University of Idaho Educator discussed the pesticide class that she facilitated and provided a description of the class. She also informed the commissioners about a ripple mapping presentation that she conducted. Melissa provided an explanation of the term

ripple mapping to the commissioners. She also informed the commissioners that she conducted a Master Gardener class and provided an overview of the seminar. She advised that she was still working on annual reports to be submitted and advised that she would be having her annual review on November 16, 2017. She also stated that she would be facilitating Women in Agriculture conference. She reported that Alyson was at training in Indianapolis, Indiana for 4-H. Melissa reported that they were continuing to develop an afterschool program at the Donnelly Elementary School. She also discussed the marketspace at the Cascade Cultural Arts Center that staff had been working on.

Information Technology Systems Director, David Crawford informed the commissioners that over the weekend they attempted to convert to the new Valley County Website but advised that there were issues that needed to be worked on and they would attempt to roll out the new website upcoming weekend. David reported on server conversions that the IT Department had been working on. He also advised that working on the fleet management system with the Road Department. He advised that there was an additional time clock added and the IT Department were continuing to roll out the product to Valley County. David reported that M2 Automation would be conducting a walkthrough to provide Valley County with a cost to convert to new entry systems into the building. David asked the commissioners opinion regarding emails that have been stored for over seven years or more and asked the commissioners to review the retention policy specifically for emails.

The commissioners congratulated Cynda Herrick on her election to the Cascade City Council. Planning & Zoning Administrator, Cynda Herrick presented on the McCall Comprehensive Plan advised that it would be presented to the Valley County Board of Commissioners in the very near future. Chairman Cruickshank asked about the White Cloud area. Cynda informed the commissioners about the specifics regarding the White Cloud area. Cynda advised the commissioners that she needed to schedule a public hearing for December 18, 2017. Cynda reported on the work that had been conducted by the Western Central Economic Development Council and the signs that would be installed in Smiths Ferry, Idaho. She discussed possibilities of land to install the signs. Cynda reported that she was still attempting to find a new Planning & Zoning Commissioner but has not received any new applications.

Recreation Director, Larry Laxson reported on the meetings that he had attended the past several weeks. He reported on the snowmobile advisory board meeting that he had. Larry reported that the brusher had been installed on one of the groomers. Larry talked about the hiring process for the snow-grooming program. Larry discussed the Payette Forest Collation meeting that would be on November 16, 2017. Larry discussed the DF Development Agreement and the concerns that Prosecuting Attorney, Carol Brockmann had. Carol presented to the commissioners the concerns that she had with the current wording of the proposed agreement with DF Development. Carol presented to the commissioners that she believed that there should be a formal agreement with the counties which Valley County currently grooms in. Larry explained that there had been several modifications to the agreement and resubmitted to DF Development for review. Larry reported that the winter recreation meeting would be in McCall, Idaho, on November 14, 2017.

Road Department Superintendent, Jeff McFadden provided the commissioners with an update of the dump trucks that were purchased but not delivered yet. Jeff presented the Valley Adams Planning Partnership agreement. Commissioner Hasbrouck made a motion to allow the

Chairman to sign the Valley Adams Planning Partnership agreement. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley Adams Planning Partnership agreement.

Jeff informed the commissioners that the Valdez Pit Lease Agreement was being worked on with Prosecuting Attorney, Carol Brockmann. Jeff advised that any proposed expansion of the Valdez Pit would need to be presented to Valley County Planning & Zoning Commission.

Jeff discussed the vehicle use policy and he indicated that he had employees that needed to be able to take vehicles home during the winter. The Commissioners explained the protocol.

Jeff presented the Midas Gold Road Maintenance Agreement. Commissioner Hasbrouck made a motion to approve the Midas Gold Road Maintenance Agreement and authorize the commissioners to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Midas Gold Road Maintenance Agreement and authorize the commissioners to sign.

Jeff provided the commissioners with a completed cost of the Elk Creek project and he explained that Valley County was still waiting for reimbursement from FEMA or State of Idaho when the matter was declared under the State of Emergency.

Chairman Cruickshank advised that the commissioners would be going into closed session for Indigent & Charity at 11:05 a.m.

Chairman Cruickshank brought the commissioners out of Indigent & Charity at 11:13 a.m.

Decision after Indigent & Charity

18-DH078                      Request for Release of Lien

18-LH090                      Request for Approval

Chairman Cruickshank presented the Commissioner Meeting Minutes of November 6, 2017. Commissioner Hasbrouck made a motion to approve the Commissioner Meeting Minutes of November 6, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes of November 6, 2017.

Chairman Cruickshank presented the agreement with AmeriGas for the Price of Propane. Commissioner Willey made a motion to approve the agreement with AmeriGas for the price of propane of .22. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement with AmeriGas for the Price of Propane of .22.

Chairman Cruickshank presented the Fire Safety Inspection Agreement with Absolute Fire Protection. Commissioner Hasbrouck made a motion to approve the Fire Safety Inspection Agreement with Absolute Fire Protection. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Fire Safety Inspection Agreement with Absolute Fire Protection.

Chairman Cruickshank presented the conflict public defender contract with Mr. Michael Pierce. Commissioner Hasbrouck made a motion to approve the conflict public defender contract with Mr. Michael Pierce. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Conflict Public Defender Contract with Mr. Michael Pierce.

Chairman Cruickshank began the discussion related to the request for contribution from Blaine County for the NACO-WIR 2018 Conference. Commissioner Hasbrouck made a motion to make a contribution of \$2,000 to be expended from the General Fund Reserve to Blaine County for the NACO-WIR 2018 Conference. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to make a contribution of \$2,000 to be expended from the General Fund Reserve to Blaine County for the NACO-WIR 2018 Conference.

Chairman Cruickshank presented Resolution 17-16 Transfer Funds from Consolidated Elections to General Fund. Commissioner Willey had concerns with the wording of the Resolution and requested that it be specified where the funds would be transferred. Commissioner Hasbrouck made a motion to approve Resolution 17-16 Transfer Funds from Consolidated Elections to General Fund with the amended wording. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 17-16 Transfer Funds from Consolidated Elections to General Fund with the amended wording.

Valley County Veterans Services Officer, Mike Keithly provided a Quarterly/Semi-annual Veterans' Service Officer Report to the commissioners. He presented a written report to the commissioners which will be appended to the commissioner meeting minutes of November 13, 2017. Major Mike Keithly spoke to the commissioners about the concern that he had regarding the lack of assisted living homes specifically for veterans in Valley County.

Commissioners recessed the meeting at 12:02 p.m. for lunch.

Commissioners returned from lunch at 1:00 p.m.

Chairman Cruickshank began the review of the existing Lake Shore Disposal Contract. Chairman Cruickshank informed those in attendance that the agreement that would be reviewed would be the Exclusive Agreement operation of Solid Waste Materials recovery facility and recycling centers that is number Page 1 through Page 23. Lake Shore Disposal Manager, Scott referred the commissioners to page 7 regarding the paragraph B. The commissioners discussed the paragraph in detail and the issue regarding the CPI increase. Lake Shore Disposal advised that the increase that they would propose would be 1.76% increase instead of the 3.00% increase that was listed in the agreement. It was explained that Lake Shore Disposal per the contract should be meeting with the commissioners prior to each budget year to determine a proposed rate. Prosecuting Attorney, Carol Brockmann made a suggestion to the commissioners regarding the Exhibit E and advised that she would draft a new exhibit to submit for approval. Scott with Lake Shore Disposal brought to the commissioner's attention that the landfill in Adams County was not conducive to their operation and he wanted permission to negotiate with Payette Landfill to haul solid waste there again. Solid Waste Manager, Cindy Forgy advised that the Payette Landfill would not negotiate with Lake Shore

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Disposal and Valley County would need to contact Payette Landfill directly. The commissioners continued to review the contract and there were questions regarding the responsibilities of Lake Shore and the responsibilities of Valley County. The commissioners suggested that a workshop be arranged between Valley County and Lake Shore Disposal to truly identify the responsibility of each organization related to woody debris, metals, and scrap tires. The commissioners began the discussion related to solid waste issues in Yellow Pine regarding solid waste pickup. Chairman Cruickshank read a letter that was submitted by a Yellow Pine resident. Scott with Lake Shore Disposal would like a reconstruction of the Transfer site in Yellow Pine in order to accommodate more dumpsters. The commissioners suggested bringing in another dumpster in for the winter and working closely with Yellow Pine. Lake Shore Disposal will present to the amendments to the existing agreement on November 27, 2017.

Chairman Cruickshank began the discussion related to the amended vehicle use policy that was corrected by Prosecuting Attorney, Carol Brockmann. Carol informed the commissioners about the changes that had been made in the policy. Sheriff, Patti Bolen asked about the last paragraph in the vehicle use policy that states employees whose job requirements dictate they report to a different location other than their primary work site may seek an exemption from this policy from the Board of County Commissioners. The commissioners explained that those circumstances would need to be presented to them and approved in the minutes. Commissioner Willey asked if an employee was required to come to the courthouse because of an emergency in Cascade, would that individual be able to submit for mileage. Carol advised that would be a decision that the commissioners would need to make on a case by case basis. Commissioner Willey made a motion to approve the amended vehicle use policy as presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the amended vehicle use policy as presented.

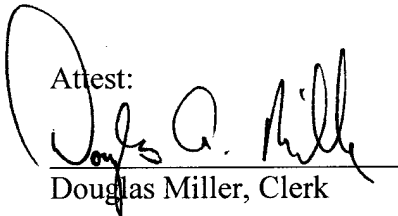
Chief Justin Williams of the McCall Police Department presented to the commissioners regarding the lease of the Juvenile Detention Center to the McCall Police Department. Chief Williams advised that in the lease presented to the commissioners it does indicate that the lease would be a five year lease. It was explained to him that the lease can only be for one year and not a five year lease. Chief Williams advised that the wording would be amended. Chairman Cruickshank asked about the outside facility for lease and if that area was referenced in the agreement. Chief Williams explained that the matter had not been included but he would make sure that area was added to the agreement. Chairman Cruickshank also informed Chief Williams about the community garden project that would be added to the north side of the exercise area. Prosecuting Attorney, Carol Brockmann began the discussion related to the use of the common area by patrons of the police department and Court Services. The discussion continued regarding the lease price. The amount suggested would be \$.90 per square foot. Chief Williams also advised that any of the remodeling that needs to be done would be the responsibility of the police department and not Valley County. Chief Williams presented to the commissioners on the modifications that would be done at no cost to Valley County. The commissioners advised that they were comfortable with the lease agreement with the change to the agreement regarding the ability to lease the building year to year.

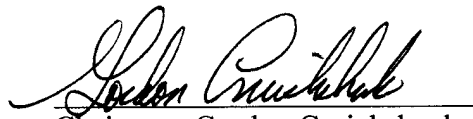
Chairman Cruickshank presented the easement application for FHWA Project ID PFH 21 (7) Warren Wagon Road. Planning & Zoning Administrator, Cynda Herrick advised the commissioners that she did research the matter and advised that a professional surveyor

determined that all the easements are correct. Valley County Prosecuting Attorney, Carol Brockmann also informed the commissioners that she reviewed the easement application. Commissioner Hasbrouck made a motion to authorize the chairman to sign the Easement Application. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to authorize the chairman to sign the Easement Application for FHWA Project ID PFH 21 (7) Warren Wagon Road.

Commissioner Willey made a motion to sign the actual easement for FHWA Project ID PFH 21 (7) Warren Wagon Road and authorize all commissioners to sign. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to sign the actual easement for FHWA Project ID PFH 21 (7) Warren Wagon Road and authorize all commissioners to sign.

Commissioners adjourned the meeting at 3:55 p.m.

Attest:  
  
Douglas Miller, Clerk

  
Chairman, Gordon Cruickshank



From: Valley County Veterans Service Officer

To: Valley County Board of Commissioners

Date: 13 November, 2017

Subj: Quarterly/Semiannual Veterans' Service Officer Report

Gentlemen,

Since my last report to you on 12 June, 2017 the following actions have taken place. Jim Philpott and I conducted the following appointments with Veterans at the McCall Department of Labor Office: we saw 3 Veterans on 6 July; we had appointments with 5 Veterans on 3 August; we had 1 Veteran on 7 September; we met with 3 Veterans on 5 October; and we had appointments for 4 Veterans on 2 November. Unfortunately, Jim came down sick and could not be in McCall on 2 November. But we were able to have two of the Veterans fax their new medical documents to Jim so he could scan them into the claims we had partially completed and then Jim submitted their fully developed claims to the VA for decision. Jim was able to speak with the other two Veterans and instructed them to obtain additional information and I will set appointments for them in December. And as usual, Jim Philpott and I take advantage while we are in McCall to get caught up on Veterans who have pending claims or appeals. And he brings me up to speed on VA procedures that have changed.

One very important change just took place on 1 November. The VA has introduced a new reporting form for female veterans who suffered sexual harassment, assault and rape while on active duty. Thanks to the new Director of the Veterans Administration, they are finally going to actively help women who have health care needs such as PTSD resulting from documented incidents of this nature. This is critical for their care. We just worked a claim for a female Navy veteran, and this new form will aid her in her claim.

Additional actions taken during this period, in no particular order, are listed below. I received numerous phone calls / emails from local Veterans or others who know I advocate for Veterans, casual encounters locally or in social settings where I answered their questions or arranged an appointment for them during one of our scheduled outreach dates in McCall. I continue to receive referrals from the Idaho Division of Veterans Services, WICAP, Department of Labor (McCall), our local hospitals and members of our American Legion; I follow up on each of them and take the appropriate action. During this time-frame numerous claims for a service-connected disability were opened based on the evidence and documents presented to us that would substantiate a valid claim for health care benefits. We always appeal denied claims if the Veteran can provide the missing documentation, or if we can prove the VA failed to follow their own established rules and regulations.

The following is a short review of the events that have taken place at Post 60 during this timeframe. We've had our usual Friday night dinners, several large catered events such

as weddings and fundraisers, one election and two Red Cross Blood Drives. We conducted graveside ceremonial honors for Joe Posluszny, Charlie Hazard, Gail Redmond and a Veteran from McCall at the Finn Cemetery; and had three memorial services at the Post for local residents. Post 60 had the honor of being the Grand Marshall for this years' Fourth of July Parade, and we had over eighty Legionnaires and the Ladies Auxiliary proudly march. There was a great turnout for the Patriot Day ceremony at the Court House, and members of the Legion attended the Veterans Day assembly at the Cascades High School auditorium. We had our usual Veterans Day ceremony at the Legion Hall, and afterwards we honorably retired several hundred flags that had been dropped off at the Post over the past year. The large plaque which will honor, by name, those Valley County Veterans who have served in the Iraq and Afghanistan Wars is being made and will be hung in the very near future. We are also making a display case to exhibit the WWI uniform of Clifford Olson which was donated to us by the family of Tom Olson. The Post provided \$600 to a local Veteran, from our Veterans Assistance Fund, to help him pay bills while he was waiting to begin his new job.

During August we discovered that we had extensive dry-rot damage to almost 80% of the South wall and the Northeast corner of the Legion Hall. Fortunately, we found a local contractor who was able to assist us in making the needed repairs. The final work was completed on 2 November, our bill was in excess of \$26,000; which we will pay in total. Now we are working to save funds to complete the paving work to improve our parking lots next summer.

This concludes my report and I will answer any questions you may have.

Respectfully, 

Donald M. Keithly, Major USMC (Ret)  
Valley County Veterans Service Officer

# Valley County Board of County Commissioners

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## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, November 13, 2017

**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
- 9:10 Canvass of Votes-Consolidated Election
- 9:15 **Elected Official Reports/Discussion**  
Assessor – June Fullmer  
Clerk – Douglas Miller  
Prosecutor – Carol Brockmann  
Sheriff – Patti Bolen  
Treasurer – Glenna Young  
Investment Analysis Contract with Clearwater Financial

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

- Solid Waste- Cindy Forgy  
WICAP  
Building Department – Anne Guarino  
Court Services – Steve Ryan  
Juvenile Justice Annual Financial Report and County Annual Juvenile Justice Report  
Extension Office- Melissa Hamilton  
Information Technology – David Crawford  
Planning and Zoning-Cynda Herrick

Parks and Recreation- Larry Laxson  
Road & Bridge- Jeff McFadden  
Midas Gold Road Maintenance Agreement  
Valley Adams Planning Partnership

- 10:30 Commissioner Discussion (Correspondence)  
Meeting Minutes of November 6, 2017  
Agreement with AmeriGas for Price of Propane  
Fire Safety Inspection Agreement with Absolute Fire Protection  
Conflict Public Defender Contract Michael Pierce  
Request for Contribution from Blaine County for NACO-WIR 2018 Conference  
Resolution 17-16 Transfer Funds from Consolidated Elections to General Fund
- 11: 00 Indigent and Charity
- 11:30 Valley County Veterans Services Officer – Mike Keithly
- 12:00 Recess for Lunch
- 1:00 Review of Existing Lake Shore Disposal Contract
- 2:30 Amended Vehicle Use Policy Discussion/Decision
- 3:00 Discussion/Decision with City of McCall for Lease of Juvenile Detention Center
- 3:30 FHWA Project "ID PFH 21(7) Warren Wagon Rd." - Easement Application

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Tuesday, November 20, 2017