

Valley County Board of County Commissioners

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



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ELTING G. HASBROUCK
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DOUGLAS A. MILLER
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
December 26, 2017**

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

Meeting called to order by Chairman Cruickshank at 9:00 a.m.

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for December 26, 2017. Commissioner Hasbrouck made a motion to have an Executive Session under Idaho Code 74-206-(b) Personnel and add Western Central Highlands RC&D Dissolution discussion to the Commissioner's Agenda for December 26, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's Agenda for December 26, 2017 as amended.

Deputy Auditor, Jennifer Morgan presented the Commissioners with Claims and Board Order Claims.

Fiscal Year 2018 Claims

General Fund

\$74,662.48

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Road & Bridge	\$38,798.82
District Court	\$2,343.60
Election Consolidation	\$1,474.92
Indigent & Charity	\$510.00
Junior College	\$1,950.00
Revaluation	\$120.00
Solid Waste	\$91,475.70
Tort	\$40.00
Waterways	\$143.71
McCall-Donnelly Snowmobile	\$405.74
Smiths Ferry Snowmobile	(\$6.51)
Board Order-Title III Trust	\$33.65
Interlock Trust	\$153.08
OHV Trust	\$23,691.00
PILT Trust	\$3,000.00
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Total:	\$238,796.19

Commissioner Hasbrouck made a motion to approve the Claims and Board Order Claims as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims and Board Order Claims as presented.

Chief Deputy Assessor, Sue Leeper provided an update to the commissioner's related to the Assessor's Office.

Clerk, Douglas Miller informed the commissioners about the selection process of the prospected jurors for the trial that was held last week. He presented to the commissioners regarding building & grounds matters.

Prosecuting Attorney, Carol Brockmann presented on the jury trial that she prosecuted last week which ended in a hung jury. She informed the commissioners about a potential retrial of the specific case. She did report to the commissioners about upcoming trials. Carol also reported about issues in the courtroom with the recording equipment during the trial. Clerk, Douglas Miller informed the commissioners that Aatronics would be conducting an on-site visit to determine if the recording/sound equipment should be replaced or just repaired.

Treasurer, Glenna Young advised the commissioners that the Treasurer's Office was continuing to post taxes and believed that they would be completed by the end of the week. She informed the commissioners that Deputy Treasurer, Greg Price would continue to work at the Solid Waste Site until a formal decision was made about the structure of the department. She reported about an issue that she was working with the Clerk's Office related to payroll. Commissioner Hasbrouck asked about the cost for outsourcing the tax bills. Treasurer Young informed the commissioners that the cost was nearly the same as it was for Fiscal Year 2017.

Scott Carnes with Lake Shore Disposal presented to the commissioners regarding the recycling bailer that was in need of repair. He provided the commissioners with a cost estimate to replace the cylinder on the bailer and replace the belt on the bailer. Mr. Carnes reported to the commissioners that it was recommended by West-Pak Equipment that the recycling bailer be shut down until the repairs can be made. He reported that the cylinder could be replaced by the end of January 5th, 2018. The total cost to repair would be \$23,707.20. Mr. Carnes reported on the current storage situation for the recycled material until the bailer repairs are made. He also provided a brief overview of the current state of plastic to be recycled nationwide and the issues that have surfaced related to the plastic product. The commissioners discussed options with Lake Shore Disposal regarding the possibility of stopping the collection of plastic at all recycling centers until the bailer was repaired and until the market changes regarding the collection of plastic. Mr. Carnes advised that there would be a Lake Shore Disposal Workshop on January 22, 2018 at 1:00 p.m. The commissioners agreed that Valley County would purchase the new belt for the bailer and Lake Shore & Valley County would split the cost 50% for the cost of the replacement cylinder. Mr. Carnes concluded the presentation.

Building Official, Anne Guarino presented to the commissioners regarding the building department. She reported that due to her retirement this would be her last presentation to the commissioners. She provided the commissioners with a breakdown of building permits issued for Fiscal Year 2017. She presented a letter to the commissioners regarding her employment with Valley County.

Human Resource Director, Pat Duncan had the commissioners sign an offer letter to Annette Derrick for the Building Official position. She reported on training that she would be offering to Valley County employees in the near future. She informed the commissioners about the current openings with Valley County.

Recreation Director, Larry Laxson reported to the commissioners that a truck driver was hired to for snow removal of the snowmobile parking lots. Larry informed the commissioners about several meetings that he attended including a snow groomer meeting with newly hired groomers. He provided the commissioners with a grooming report and explained more snow was needed in order for full grooming to be conducted. Larry discussed the current condition of the trails and advised of the difficulties.

Road Department Superintendent, Jeff McFadden presented a modification of grant between Valley County and Boise National Forest. Commissioner Willey made a motion to approve the modification of the grant between Valley County and Boise National Forest. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed.

Jeff presented the 2017 Annual Road and Street Financial Report for the commissioners to review and approve. Commissioner Hasbrouck made a motion to approve the 2017 Annual Road and Street Financial Report and authorize the commissioners to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the 2017 Annual Road and Street Financial Report.

Jeff presented the GEO Road Maps for the commissioners to review and consider approving. Commissioner Willey made a motion to approve the GEO Road Maps and authorize the commissioners to sign. Commissioner Hasbrouck seconded the motion. No further discussion,

all in favor. Motion passed to approve the GEO Road Maps and authorize the commissioners to sign.

Chairman Cruickshank advised that the commissioners would be going into closed session for Indigent & Charity at 10:41 a.m.

Chairman Cruickshank brought the commissioners out of Indigent & Charity at 10:58 a.m.

Decision after Indigent & Charity

18-DP071 Request for Approval

18-DP071-2 Request for Approval

18-MC079 Request for Approval

Chairman Cruickshank presented the commissioner meeting minutes of December 18, 2017. Commissioner Hasbrouck made a motion to approve the commissioner meeting minutes of December 18, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes of December 18, 2017.

Chairman Cruickshank began the commissioner committee update discussion. Commissioner Willey presented on the dissolution of the West Central Highlands District RC&D and the disbursement of excessive funds that were available due to the dissolution of the district. Commissioner Willey advised that he made a decision to have the funds disbursed to the Long Valley Preservation Society and explained the process of the meeting.

Chairman Cruickshank informed the commissioners about the committees that he was involved with and provided an update related to the possibility of continued secure rural schools funding.

Commissioner Hasbrouck informed the commissioners about the committees that he was involved with and an update on the direction of the committees.

Commissioner Willey discussed the committee meetings that he had been attending and provided a report on the topics of the meetings. He provided an overview of the services that are being provided by WICAP.

Chairman Cruickshank discussed the Woody Biomass committee that has been suspended until further notice. Commissioner Hasbrouck discussed that Central Health District was attempting to prepare legislation regarding the formula for future funding.

Valley County Undersheriff, John Coombs presented to the commissioners an independent contractor agreement for jail dental services between Valley County and Cascade Dental. Commissioner Hasbrouck made a motion to approve the contract between Valley County and Cascade Dental. Commissioner Willey seconded the motion. No further discussion, all in

favor. Motion passed to approve the contract between Valley County and Cascade Dental for dental services for inmates.

Captain Coombs provided a list of radios to the commissioners that he believed needed to be returned or sold. He explained that all of the radios were handhelds that were no longer used. He advised that the radios could not be sold to local citizens and explained the process of declaring the radios as surplus and allows the Sheriff's Office to either sell the radios or use for trade in. Commissioner Willey made a motion to approve of the Sheriff's Office request to declare the radios as surplus and dispose. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Sheriff's Office request to declare the radios as surplus and dispose.

The commissioners recessed for lunch at 11:40 a.m.

The commissioners returned from lunch at 12:55 p.m.


Human Resource Director, Pat Duncan began the discussion related to workers compensation process. She advised that there was a specific process that supervisors need to follow when reporting injury on the job. She informed the commissioners about the current structure of the payroll system for paying individuals if they are on workers compensation. She suggested following the specific workers compensation guidelines. Pat provided the commissioners with the procedure to open a workers compensation claim. She read the existing Valley County policy regarding workers compensation claims. The discussion continued about the existing process and the steps that should be taken to fix the error. The commissioners suggested a formal policy be put in place regarding workers compensation claims. Pat provided a full overview of the actual process when filing a workers compensation claim to the Elected Officials and Department Heads. The commissioners advised that the direction that should be taken is that any employee out on workers compensation payroll should only pay that individual for hours actually worked.

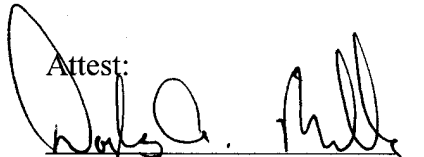
Commissioner Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioner Willey seconded the motion. No further discussion, all commissioners voted "aye" with a roll call vote. Motion passed to go into Executive Session per Idaho Code 74-206 (b)-Personnel at 2:00 p.m.

Chairman Cruickshank brought the commissioners out of Executive Session per Idaho Code 74-206 (b)-Personnel at 2:25 p.m. No decision was made after the Executive Session per Idaho 74-206 (b)-Personnel.

The retirement celebration began for Building Official, Anne Guarino.

Commissioners adjourned the meeting at 2:55 p.m.


Chairman, Gordon Cruickshank

Attest:

Douglas Miller, Clerk

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Tuesday, December 26, 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- Deputy Auditor, Jennifer Morgan
- 9:10 **Elected Official Reports/Discussion**
Assessor – June Fullmer
Clerk – Doug Miller
Prosecutor – Carol Brockmann
Sheriff – Patti Bolen
Treasurer – Glenna Young

Department Head Reports - 5 Minutes each

Lake Shore Disposal Presentation
WICAP
Building Department-Anne Guarino
Court Services – Skip Clapp
Extension Office- Melissa Hamilton
Human Resources/Risk Management – Pat Duncan
Information Technology – David Crawford
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson
Road & Bridge- Jeff McFadden
Modification of Grant, BNF
GEO Road Maps
2017 Annual Road and Street Financial Report

10:40 Indigent and Charity

11:00 Commissioner Discussion (Correspondence)
Commissioner Meeting Minutes of December 18, 2017

WEST CENTRAL HIGHLANDS RCD

11:15 Commissioner Committee Updates

11:30 Independent Contractor Agreement Jail Dental Services/Request to Dispose of Radios-
Sheriff, Patti Bolen

12:00 Adjourn for Lunch

1:00 Workers Compensation Workshop-Pat Duncan

JOB EXECUTIVE-PERSONNEL 702-68

2:30 Reflection of Building Official-Anne Guarino

Adjourn

COMMISSIONERS FUTURE MEETING DATE

Monday, January 8, 2018