

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
February 26, 2018**

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

Excused Absence: ELT HASBROUCK (COMMISSIONER)

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

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the commissioner's agenda for February 26, 2018. IT Director, David Crawford requested that a Snap-On Software Agreement for the Road Department be added to the agenda. Commissioner Willey made a motion to approve the commissioner's agenda for February 26, 2018, with the addition of the Snap-On Software Agreement. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner's agenda for February 26, 2018, with the addition of the Snap-On Software Agreement.

Senior Deputy Auditor, Christina Shaffer presented the Commissioners with Claims and Junior College Applications.

Fiscal Year 2018 Claims

General Fund	\$65,943.90
Road & Bridge	\$29,394.41
District Court	\$4,088.88
Indigent & Charity	\$169.44
Revaluation	\$2,110.00
Solid Waste	\$107,266.57
Weeds	\$70.00
Waterways	\$177.07
McCall-Donnelly Snowmobile	\$10,462.23
Cascade-Warm Lake Snowmobile	\$1,448.56
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Total:	\$221,131.06

Commissioner Willey made a motion to approve the Claims and Junior College Applications. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims and Junior College Applications for Mr. Miles Klind, Mr. Benjamin Montagne, Ms. Chole Hansen, Mr. Philip Billingsley, Ms. Kaitlyn Arvin, Ms. Rylie DeLuna, Mr. William Nail, Ms. Bradi Donica, Ms. Margot Kindall, Ms. Carlianne Dauphinais, Ms. Sofia Hawkins and Ms. Nayeli Lopez.

Assessor, June Fullmer reported about matters involving the Assessor's Office. She reported that she had a resignation in her office and she would be working with Human Resource Director, Pat Duncan to post the position. She also reported on proposed legislation that the Assessor's Office had been following.

Clerk, Douglas Miller presented on matters involving the Clerk's Office. He provided the commissioners with bids that had been received from ACCO for installation of ventilation fans that Solid Waste Transfer Site. The commissioners asked if there was a need for four fans and if two fans would be sufficient. He advised that he would have the Buildings & Grounds Department research.

Prosecuting Attorney, Carol Brockmann informed the commissioners about upcoming jury trials that had been scheduled. She advised that commissioners that she had been working with the road department on contracts and easements to provide to the commissioners for review and possible approval.

Treasurer, Glenna Young informed the commissioners that the Treasurer's Office had been working on the Jug Mountain LID Assessments. She also reported that she had been working on property splits and combinations. She reported that her Greg Price was still filling in at the Solid Waste Transfer Site.

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Treasurer, Glenna Young reported on solid waste matters and indicated that they would begin the interview process for the gatekeeper position that was open. She asked the commissioners who they wanted to assign for the Solid Waste Association. The commissioners advised that they would like Commissioner Willey added to the Solid Waste Association.

Building Official, Annette Derrick advised the commissioners that she would be out next week to attend the Building Official Conference in Salt Lake City, Utah. She reported that David Marshall would be completing his Building Inspector test by March 31, 2018.

Court Services Director, Skip Clapp reported on House Bill 399 regarding the Rule of 80 for Probation Officers and Juvenile Detention Officers. He advised that he would be providing testimony next week. He advised that Dee Dee Phillips had been working on curriculum for family engagement that would be a part of Juvenile Probation P.O.S.T. Academy. He also indicated that Ms. Phillips would be attending training to be able to teach Juvenile Probation P.O.S.T. Academy. Skip presented on caseloads of the probation officers and pre-trial release program.

Ms. Casey Carnes with the University of Idaho Extension Office reported on activities that the extension office had been conducting. She reported on head scarfs that had been getting national headlines. She advised that on February 28, 2018, would be the deadline for 4-H participants to enter for the large animals. She provided a total of animals that have been entered in the event and advised that the weigh in would be March 10, 2018.

Human Resource Director, Pat Duncan presented the commissioners with a task list that she had been working on. She advised that she had started working on reviewing job descriptions and job classifications. She explained that she would also be working on updating the policy manual. She further explained that she had also been working on recognition of years of service for Valley County Employees. Pat discussed training programs that she would like to implement including supervisor training. She informed the commissioners that she was also working on an orientation program for new employees. She reported on opening positions within Valley County. Pat advised that she would like to discuss with the commissioners about the possibility of increasing her hours with Valley County.

IT Director, David Crawford reported on the walkthrough that took place last week with M2 Communications for the key card system installation. He reported that there was an issue with 911 systems that had been repaired. He reported on server issues that had to be repaired over the weekend. David briefly discussed the IT Newsletter that had been generated to employees of Valley County.

David presented the Snap-On Software Agreement for the Valley County Road Department and explained the need for the agreement and what the product provides. Chairman Cruickshank made a motion to approve the Snap-On Software Agreement and authorize IT Director, David Crawford to sign the agreement on behalf of the commissioners if Commissioner Willey is unable to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Snap-On Software Agreement and authorized IT Director, David Crawford to sign the agreement on behalf of the the commissioners if Commissioner Willey was unable to sign.

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Planning & Zoning Administrator, Cynda Herrick reminded the commissioners about the Public Hearing scheduled for 1:00 p.m. regarding the McCall Area Comprehensive Plan Adoption. Clerk, Douglas Miller advised Cynda that he had received a public records request regarding the Payette Lake water flow. Cynda advised that she would review the request and respond.

Recreation Director, Larry Laxson reported the meetings that he had attended that past two weeks. He reported on the antique groomer event that occurred in Valley County the past week. Larry advised that they are still attempting to repair the Prinoth Groomer and he reported on repairs that were needed to the Challenger Groomer. He advised that there would be a crab feed in Warren, Idaho, on March 3, 2018. Larry discussed an incident involving a snow groomer and a family that had been lost on a trail in Adams County. He informed the commissioners about a concern that he had related to the incident and believed that there needed to be additional communication between Adams County and Valley County. Larry advised that the McCall Snowmobile Club would be conducting discussion regarding parking issues that had been occurring at Francie Wallace Parking Lot.

Mickee Ellis with the Valley County Road Department presented the Utility Relocation Adjustment Agreement for Warren Wagon Road. Commissioner Willey made a motion to have Chairman Cruickshank sign the Utility Relocation Adjustment Agreement for Warren Wagon Road. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Utility Relocation Adjustment Agreement for Warren Wagon Road.

Mickee Ellis also presented a Right of Way-Non Exclusive Permanent Easement also for Warren Wagon Road. Commissioner Willey made a motion to have Chairman Cruickshank sign the Right of Way-Non Exclusive Permanent Easement for Warren Wagon Road. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to have Chairman Cruickshank sign the Right of Way-Non Exclusive Permanent Easement for Warren Wagon Road.

Chairman Cruickshank advised that the commissioners would be going into closed session for Indigent & Charity at 10:32 a.m.

Chairman Cruickshank brought the commissioners out of closed session for Indigent & Charity at 10:57 a.m. The commissioners recessed the Indigent & Charity session in order to come back to the matter in the afternoon.

Decision after Indigent & Charity

- | | |
|------------|--|
| 18-LH090 | Request for an Amended Approval |
| 18-MC079-3 | Request for County Indigent Lien/New Application |
| 18-BB012 | Request for Lien Release |
| 18-JM090 | Request for Approval |

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Chairman Cruickshank presented the commissioner meeting minutes from February 20, 2018. Commissioner Willey made a motion to approve the commissioner meeting minutes from February 20, 2018. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from February 20, 2018.

Chairman Cruickshank began the discussion related to Squaw Creek Soil Conservation District letter of intent for funding for \$950.00. Chairman Cruickshank referred to the letter of intent that was submitted to Squaw Creek Soil conservation District last year. Commissioner Willey made a motion to prepare a letter of intent for funding to Squaw Creek Soil Conservation District for at least \$850.00 and would consider \$950 during preparation of Fiscal Year 2019. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to prepare a letter of intent for funding to Squaw Creek Soil Conservation District for at least \$850.00 and would consider \$950.00 during preparation of Fiscal Year 2019.

Executive Director Andrew Mentzer with West Central Economic Development Council presented to the commissioners regarding the Opportunity Zones that was being offered by the Federal Government for tax incentives. Mr. Mentzer explained that Governor Otter would need to approve any application that was submitted. He advised that the application process was due by the end of the month. He discussed the qualification areas in Valley County that would qualify to be designated as Opportunity Zones. He advised that existing business and new business could benefit from the program. It was explained that the initial application does not bind Valley County. Chairman Cruickshank made a motion to allow Executive Director, Andrew Mentzer to apply for designating Valley County as an Opportunity Zone. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to allow Executive Director Andrew Mentzer with West Central Economic Development Council to apply for designating Valley County as an Opportunity Zone.

Andrew Mentzer and Stephanie Nelson made a presentation to the commissioners regarding woody biomass and funding request. He advised that they are looking for funding of \$5,400 for marketing of the woody biomass program and creating a formal business plan. He indicated that they would be willing to prepare a budget for the commissioners to review before any funding is allocated. Chairman Cruickshank elaborated on the involvement of Valley County with the Woody Biomass Utilization Program in the past. Chairman Cruickshank wanted to make sure that it would be Valley County only and not a partnership. Mr. Mentzer explained that the focus currently would be within Valley County. Chairman Cruickshank made a motion to allow up to \$5,400 for the Go-To Market Strategy for the Woody Biomass Program with the deliverable to be on or before March 1st, 2019, the funding would come from General Fund Reserve unless another expense line was identified. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to allow up to \$5,400 be expensed for the Go-To Market Strategy for the Woody Biomass Program with the deliverable to be on or before March 1, 2019, the funding would be expended from the General Fund Reserve unless another expense line was identified.

Commissioners recessed for lunch at 12:01 p.m.

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

Chairman Cruickshank opened the Public Hearing for the McCall Area Comprehensive Plan Adoption at 1:05 p.m.

Chairman Cruickshank asked to hear a staff report from Michelle Groenevelt who is the Community Development Director for the City of McCall. She advised that it was a unanimous decision to approve the McCall Area Comprehensive Plan by the McCall City Council. She introduced members of Logan Simpson Specialized Environmental Planning Firm, Mr. Bruce Meighen presented a PowerPoint for those in the audience to review. During the presentation there was a question and answer session between the commissioners and the presenters.

Chairman Cruickshank asked to hear testimony from any proponents. The record should reflect that there was no proponents who chose to address the commissioners.

Chairman Cruickshank asked to hear testimony from those who were uncommitted. The record will reflect that no one testified to the commissioners as uncommitted.

Chairman Cruickshank asked to hear testimony from any opponents. The record will reflect that no one testified to the commissioners as an opponent.

Chairman Cruickshank closed the Public Hearing at 1:55 p.m. and brought the matter back to the commissioners for deliberations.

Commissioner Willey made a motion to adopt Resolution 18-04 McCall Area Comprehensive Plan Update. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to adopt Resolution 18-04 McCall Area Comprehensive Plan Update.

Melanie Brassfield and David O'brien conducted an easement presentation related 520 South Front Street Cascade, Idaho. It should be noted that the matter was presented to the commissioners on February 20, 2018. Commissioner Willey made a motion to grant the easement to Mr. Lucas Nelson for the portion of Valley County property, located in the NE ¼ of Section 36, T. 14 N., R. 3 E., B.M., city of Cascade, Valley County and authorize the Chairman to sign. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to grant the easement to Mr. Lucas Nelson for the portion of Valley County property, located in the NE ¼ of Section 36, T. 14 N., R. 3 E., B.M., city of Cascade, Valley County.

Chairman Cruickshank took the commissioners back into closed session for Indigent & Charity at 2:16 p.m. after it was recessed at 10:57 a.m.

Chairman Cruickshank brought the commissioners out of Indigent & Charity at 2:58 pm.

Decision after Indigent & Charity

11-SW079 Request for pay off amount


05-T009 Request for pay off amount

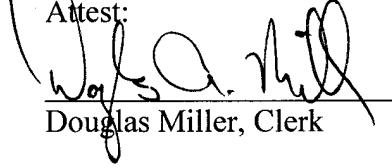
Commissioners adjourned the meeting at 3:00 p.m.

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Chairman, Gordon Cruickshank

Attest:

Douglas Miller, Clerk

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, February 26, 2018

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 **Elected Official Reports/Discussion**
Assessor – June Fullmer
Clerk – Doug Miller
[REDACTED]
Prosecutor – Carol Brockmann
Sheriff – Patti Bolen
Treasurer – Glenna Young

Department Head Reports - 5 Minutes each

- Solid Waste-
WICAP
Building Department – Annette Derrick
Court Services – Skip Clapp
Extension Office- Casey Carns
Human Resources/Risk Management – Pat Duncan
Information Technology – David Crawford — SNAP ON AGREEMENT
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson
Road & Bridge- Jeff McFadden
Utility Relocation Adjustment Agreement
Warren Wagon Road- Right of Way-Non Exclusive Permanent Easement

- 10:30 Indigent and Charity
- 11:00 Commissioner Discussion (Correspondence)
Meeting Minutes of February 20, 2018
Squaw Creek Soil Conservation District Letter of Intent
- 11:15 Opportunity Zones Presentation-Andrew Mentzer
- 11:30 Woody Biomass Presentation and Funding Request- Andrew Mentzer and Stephanie Nelson
- 12:00 Adjourn for Lunch
- 1:00 Public Hearing- McCall Area Comprehensive Plan Adoption
- 2:00 Easement Presentation 520 South Front Street Cascade, Idaho – Melanie Brassfield and David O'Brian

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday, March 5, 2018