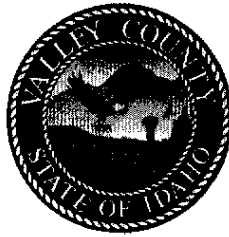


Valley County Board of County Commissioners

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Commissioner
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
September 10, 2018**

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

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

Commissioner, Bill Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the commissioners' agenda for September 10, 2018. Commissioner Hasbrouck made a motion to approve the commissioners' agenda as presented for September 10, 2018. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda as presented for September 10, 2018.

Senior Deputy Auditor, Jennifer Morgan presented the commissioners with claims, board order claim and one junior college application.

Fiscal Year 2018 Claims

General Fund	\$123,961.69
Road & Bridge	\$120,884.33
District Court	\$2,995.69
Indigent	\$3,418.30
Revaluation	\$1,421.90

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Solid Waste	\$7,543.23
Weeds	\$16,012.68
Pest Control	\$100.00
Waterways	\$2,492.45
McCall-Donnelly Snowmobile	\$43.96
Cascade-Warm Lake Snowmobile	\$18.10
<hr/>	
Total:	\$278,921.28

Commissioner Hasbrouck made a motion to approve the claims, and junior college application as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the claims, and Junior College Application for Ms. Aspen Fontaign.

Assessor, June Fullmer presented the two value cancellations for the commissioners to review. She provided an overview for the reason for the request to cancel the values. She presented the first value cancellation for Parcel# RPM0233001012C. She presented the second value cancellation for Parcel# RPM00000174220. Treasurer, Glenna Young asked why there was a presentation to cancel values and not presenting to cancel the taxes. Assessor, June Fullmer advised that the value had been prorated for five months. Commissioner Willey made a motion to cancel the value for Parcel# RPM0233001012C and Parcel# RPM0000174220.

Assessor Fullmer presented to the commissioners a request to purchase a standup desk for an employee. Human Resource Director, Pat Duncan advised that the request would fall under Americans Disability Act. The commissioners advised that would support the request to purchase a standup desk.

Clerk, Douglas Miller presented to the commissioners regarding matters involving the Clerk's Office.

Sheriff, Patti Bolen presented the Rathbun Communications Agreement and informed the commissioners that she did review the agreement with Prosecuting Attorney, Carol Brockmann. Commissioner Hasbrouck made a motion to approve the Rathbun Communication Agreement. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Rathbun Communication Agreement.

Sheriff Bolen informed the commissioners that Court Services Director; Skip Clapp was attending the Idaho Juvenile Justice Administrators meeting and would not be able to attend the commissioner meeting.

Treasurer, Glenna Young reported to the commissioners that the Treasurer's Office was compiling all the information for the upcoming tax deed sale. She discussed the cabin that was in tax deed process but on the land of the Forest Service. Glenna informed the commissioners about a solid waste fee that was not getting paid and keeping the books open. The commissioners suggested a discussion with the Prosecuting Attorney, Carol Brockmann and bringing the matter back to the commissioners to determine appropriate action.

Treasurer Young presented on matters involving the Solid Waste Transfer Site including the size to of the woody debris pile and the fact that commercial operations were dumping significant amount of woody debris. She informed the commissioners that there were complaints that the free dump day was not until September 27th through September 29th and they believed that the free dump days were during Labor Day weekend.

University of Idaho Educator, Melissa Hamilton presented to the commissioners on matters involving the University of Idaho Extension Office. She reported on a STEAM Grant that was awarded in collaboration with the cultural center and McCall Library. She reported on the Idaho Mountains Food Collation and the work that she had been doing along with volunteers. She advised that the farm to dinner event was sold out. She discussed the Farmers Markets that had been created in Valley County. Melissa reported that she would be making an offer for a new AmeriCorps Member to assist with University of Idaho Extension Office. She reported that the 4H Recognition Dinner would be on September 13th, 2018, at the Donnelly Bible Church. She reported on a revitalization dinner at the Ashley Inn on September 13th, 2018.

Human Resource Director, Pat Duncan informed the commissioners about matters that she had been working on the past two weeks. She reported on the mandatory training that she would be facilitating in the upcoming weeks. She advised that the Sheriff's Office had made an offer for a new Detention Deputy and Patrol Deputy. She also reported that Dispatch had one opening and one opening at the Road Department.

IT Director, David Crawford informed the commissioners that he would also be attending the IAC meeting on September 25th through 27th. He informed the commissioners about a repair that needed to be made to the server over the weekend. He also informed the commissioners about a large purchase that needed to be made to update the work stations. David reported to the commissioners about an issue involving the courthouse doors but informed the commissioners that the matter had been resolved. He presented to the commissioners about the discussion related to fiber optics being available to all citizens in Valley County.

Planning & Zoning Administrator, Cynda Herrick asked the commissioners to consider appointing her has the individual to the lead the completion of the Census for 2020. Commissioner Hasbrouck made a motion to appoint Cynda Herrick as the lead for the Valley County Committee for the 2020 Census. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to appoint Cynda Herrick as the lead for Valley County Committee for the 2020 Census.

Cynda reported to the commissioners that Ms. Johanna Defoort was never formally appointed to the Planning & Zoning Commission. Commissioner Willey made a motion to appoint Ms. Johanna Defoort to the Planning & Zoning Commission for a term of January 2018 to January of 2021. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to appoint Ms. Johanna Defoort to the Planning & Zoning Commission for a term of January 2018 to January of 2021.

Cynda reported that Building Inspector, Annette Derrick and her would be making a trip to Yellow Pine on September 19, 2018, for a building inspection. She also reported on the community partnership meeting that she would be attending. She advised that the last week of the month would be the NORFMA Conference regarding flood plain management. She reminded the commissioners that the comprehensive plan would be heard at a Public Meeting

on September 17, 2018, at 1:00 p.m. She informed the commissioners that she would be attending the Planning & Zoning Conference during the second week of October 2018.

Chairman Cruickshank advised that the Recreation Director, Larry Laxson had submitted his report via email since he was out on medical leave.

Road Superintendent, Jeff McFadden presented to the commissioners on matters involving the Road Department. He reported on a car event that would be taking place in Valley County and advised that they are looking for a location to park thirty to forty car trailers. He provided a proposed location for the commissioners to consider. The commissioners advised that they would allow the request. He reported that the rock scaling was about done on Warren Wagon Road and he advised that the road would be closed for two weeks once the AOP starts. He advised that there would be large culverts being installed. He presented to the commissioners on the work that was almost completed in the backcountry. Jeff provided the commissioners with an update of the road work on Norwood and Heinrich Lane. He reported on the engineering work that was done for Mill Street in Cascade, Idaho. He explained the work that needed to be done before the Road Department could construct the road.

Commissioner Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity. Commissioner Willey seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity at 10:53 a.m.

Chairman Cruickshank brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity at 11:11 a.m.

Decision after Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity

- | | |
|----------|--|
| 19-JL088 | Request for County Indigent Lien / New Application |
| 19-KT085 | Request for County Indigent Lien / New Application |
| 19-MG084 | Request for County Indigent Lien / New Application |
| 19-RF092 | Request for County Indigent Lien / New Application |
| 18-LJ063 | Order to Rescind and Remand the Final Determination / Request for Approval |
| 19-JN058 | Request for Stipulation to extend investigation process for 30-days |

Chairman Cruickshank presented the commissioner meeting minutes from September 4, 2018. Commissioner Willey made a motion to approve the commissioner meeting minutes from September 4, 2018. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from September 4, 2018.

Planning & Zoning Administrator, Cynda Herrick presented on Jug Mountain Ranch Phase 3-A Final Plat. She provided an overview of the planned development. She advised that there had not been any significant changes and advised that the road had been paved. Mr. David Carey provided an overview of the easements that were noted on the plat including public trails.

Commissioner Hasbrouck made a motion to approve the final plat for Jug Mountain Ranch Phase 3A and authorize the chairman to sign the plat. This is made with the understanding that the roads are private roads and that the guarantee for pavement of the roads is with the letter from Granite Excavation dated August 29, 2018, stating they have been paid in full. The roads shall be paved by October 31, 2018. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the final plat for Jug Mountain Ranch Phase 3A and authorize the chairman to sign the plat. This is made with the understanding that the roads are private roads and that the guarantee for pavement of the roads is with the letter from Granite Excavation dated August 29, 2018, stating they have been paid in full. The roads shall be paved by October 31, 2018.

The commissioners recessed for lunch at 11:55 a.m.

The commissioners returned from lunch at 1:00 p.m.

Human Resource Director, Pat Duncan presented to the commissioners the Kinds and Levels Chart for their review and to consider approval. She also presented the market range for the Sheriff's Office. The commissioners asked about the shift differential for the Sheriff's Office employees and it was advised that the shift differential was for those employees who work from 6:00 p.m. to 7:00 a.m. and they would earn an additional \$1.00 per hour. Pat presented the seasonal sworn Sherriff's positions and the seasonal non-sworn positions such as weed sprayers, snow groomers and parks maintenance. The commissioners also reviewed the Road & Bridge positions to determine if the salary was correct including the kinds and levels chart. Commissioner Willey made a motion to approve the raisers, the kinds and levels chart, the sheriff's schedule, approve the seasonal salaries. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the raises, the kinds and levels chart, the sheriff's schedule and approval of the seasonal salaries.

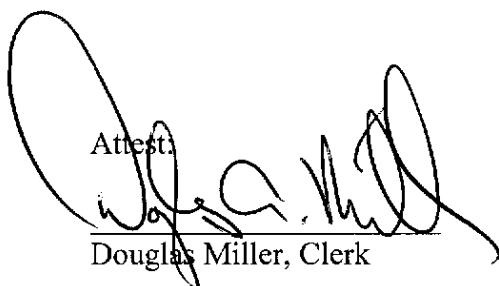
Chairman Cruickshank began the service award presentations for 10 years of service for Kathy Riffie to Valley County. Mr. Roman Drake was presented with a service award for 15 years of service with Valley County.


City of McCall Lieutenant, Dallas Palmer presented to the commissioners and was making a request to have additional maintenance done on the entrances of the Valley County Annex. He informed the commissioners that the City of McCall did obtain a bid of \$4,889 to conduct the maintenance work. The commissioners discussed the options to have the work completed including the possibility of cost share agreement. Lieutenant Palmer also informed the commissioners that there would be some additional signage

Human Resource Director, Pat Duncan presented to the commissioners a guideline for Elected Officials and Directors for the workshop. There was a handout provided to all in attendance for review. The Elected Officials and Directors continued the workshop and discussed specific details of the proposed guidelines.

Captain, Jason Speers explained to commissioners that there was a debriefing of the incident that occurred on August 31, 2018. The Sheriff's Office wanted to know if there should be someone appointed to have authority during localized emergencies to the Courthouse to make decisions on behalf of Valley County during emergencies. The commissioners appreciated that it was an after discussion situation but did not feel that a decision should be made at this time regarding appointment of an individual during an official emergency. It was determined that there should be some procedures and practices put in place before.

The commissioners adjourned the meeting at 3:34 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Gordon Cruickshank

Date: 9/10/2018

Cancellation number: 1

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2018

Name: Payette Lakes Recreational Water and Sewer District

Code Area: 003-0004

Parcel Number
RPM0233001012C

Category	Old M.V.	New M.V.	Market Value to be Canceled
20	\$1,215	\$506.25	\$708.75
totals	\$1,215	\$506.25	\$708.75

Explanation:

This property changed ownership from a private individual to the Payette Lakes Recreational Water and Sewer District May 31, 2018. Per Idaho Code 42-3238 and Idaho Code 42-4115 this property becomes exempt upon transfer of ownership. This was also verified by Carol Brockmann Valley County Prosecuting Attorney

Requested by Assessor: June Hillman Appraiser: _____

By Board of County Commissioners:

Cancellation of Market Value is

Approved: Disapproved: _____

Signature of Chairman: [Signature] Dated: SEPT. 10, 2018

Date Assessor Notified: _____

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

Date: 9/10/2018

Cancellation number: 2

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2018

Name: Payette Lakes Recreational Water and Sewer District

Code Area: 003-0004

Parcel Number
RPM00000174220

Category	Old M.V.	New M.V.	Market Value to be Canceled
20	\$56,621	\$23,592.09	\$33,028.91
totals	\$56,621	\$23,592.09	\$33,028.91

Explanation:

This property changed ownership from a private individual to the Payette Lakes Recreational Water and Sewer District May 31, 2018. Per Idaho Code 42-3238 and Idaho Code 42-4115 this property becomes exempt upon transfer of ownership. This was also verified by Carol Brockmann Valley County Prosecuting Attorney

Requested by Assessor: *June Bullman* Appraiser: _____

By Board of County Commissioners:

Cancellation of Market Value is

Approved: Disapproved: _____

Signature of Chairman: *Robert J. Campbell* Dated: SEPT. 10, 2018

Date Assessor Notified: _____

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

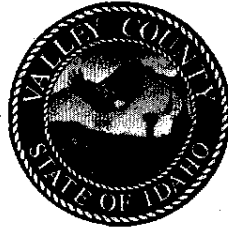
Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday September 10, 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 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Clerk, Jennifer Morgan

9:10 **Elected Official Reports/Discussion**

Assessor – June Fullmer

Action Items: Value Cancellations 1 and 2

Clerk – Doug Miller

Prosecutor – Carol Brockmann

Sheriff – Patti Bolen

Action Item: Rathbun Communications Agreement

Treasurer – Glenna Young

Department Head Reports - 5 Minutes each

Solid Waste-

WICAP

Building Department – Annette Derrick

Court Services – Skip Clapp

Extension Office- Melissa Hamilton

Human Resources/Risk Management – Pat Duncan

Information Technology – David Crawford

Planning and Zoning-Cynda Herrick

Action Items: P & Z Appointment – Johanna Defoort

Census Appointment

Parks and Recreation- Larry Laxson

Road & Bridge- Jeff McFadden

10:30 Executive Session per Idaho 74-206 1(d)-Indigent & Charity

11:00 Commissioner Discussion (Correspondence)

Action Items: Meeting Minutes of September 4, 2018

- 11:30 **Action Item:** Jug Mountain Ranch Phase 3-A Final Plat
- 12:00 Recess for Lunch
- 1:00 **Action Items:** Salary Review – Approve Raises, Approve Kinds and Levels Chart,
Approve Sheriff Schedule, Approve Seasonal – Human Resources Director, Pat Duncan
- 1:30 Service Award Presentations
- 1:45 Discuss maintenance of entryways at the new Police Department - LT Dallas Palmer
- 2:00 Guidelines for Elected Officials and Directors Workshop
- 3:00 **Action Item:** Delineation of Authority During Localized Emergencies to Courthouse
Operations

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday September 17, 2018