

Valley County Board of County Commissioners

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



Phone: (208) 382-7100
Fax: (208) 382-7107

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

DAVID H. BINGAMAN
Commissioner
dbingaman@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
February 4, 2019**

**PRESENT: GORDON L. CRUICKSHANK (CHAIRMAN)
DAVID BINGAMAN (COMMISSIONER)
ELTING HASBROUCK (COMMISSIONER)
GABRIELLE KNAPP (CHIEF DEPUTY CLERK)**

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

Prosecutor, Carol Brockmann led the Pledge of Allegiance.

Chairman Cruickshank presented the commissioners' the agenda for February 4, 2019. Commissioner Hasbrouck made a motion to approve the agenda for February 4, 2019. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for February 4, 2019.

Chairman Cruickshank presented the commissioner meeting minutes from January 28, 2019. Commissioner Hasbrouck made a motion to approve the meeting minutes from January 28, 2019. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from January 28, 2019.

The Human Resources Director Pat Duncan reported to the commissioners that she did the point factor analysis on the Deputy Coroner. Commissioner Hasbrouck made a motion to approve the Deputy Coroner job on the pay structure. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the Deputy Coroner job on the pay structure.

Commissioner Cruickshank explained that the Identifix agreement had expired and last week the commissions approved Jeff to extend it. Commissioner Bingaman made a motion to allow the commissioners to sign the Identifix agreement. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to allow the commissioners to sign the Identifix agreement.

Commissioner Hasbrouck made a motion to approve the new employee handbook and addendum policies. Human Resources Director Pat Duncan explained that a few people had brought up a few issues with the travel policy. She explained that one issue was with the wording on a section involving how employee's get paid for travel on weekends. Gordon suggested including the words "with permission of elected official or supervisor". Pat explained the other suggestion in regards to the travel policy was in regard to how we pay the meal allowances. They discussed if they wanted to change the way meal allowances were paid. The commissioners decided that they didn't want to change how it was done. The original motion didn't have a second therefore it failed. Commissioner Hasbrouck made a motion to approve the employee handbook and addendums with the change to the travel policy. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the employee handbook and addendums with the change to the travel policy.

The Human Resources Director Pat Duncan presented the commissioners with the MBA agreement. She reported that Carol Brockmann had already reviewed the agreement. Commissioner Bingaman made a motion to allow commissioners to sign the MBA Administrator Service Agreement and the Business Associates Agreement. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to allow commissioners to sign the MBA Administrator Service Agreement and the Business Associates Agreement.

Commissioner Cruickshank explained that IT Director David Crawford received a gift from DELLEMC. David expressed the value to be around \$150. His intent was to give it to the HR director to be given as a gift to an employee who wins the chili cook off. The HR director and Carol Brockmann felt that giving it to an employee put the employee in a bad situation. The commissioners discussed what to do with it. Commissioner Hasbrouck made a motion to donate it to the Cascade Community Center. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to donate it to the Cascade Community Center.

IT Director David Crawford presented maps created by his department of the first, second and third floor courthouse office space. The commissioners along with elected officials or representatives discussed the future of the courthouse and possible options for the county facilities. The commissioners asked HR Director Pat Duncan to do a survey of the annex to find out how much traffic comes and goes and also what the probation officers month looks like.

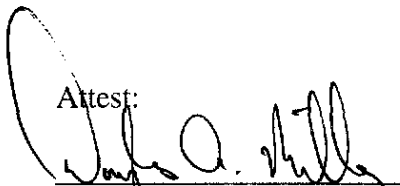
Commissioner Cruickshank explained that the Land Board is having a meeting on the 19th of February. Commissioner Cruickshank expressed that a letter should be drafted to say the impacts on the community. Planning and Zoning Administrator Cynda Herrick recommended the commissioners ask if we can review the permits. Commissioner Cruickshank felt that someone should be present in the meeting. Commissioner Hasbrouck asked Planning and Zoning Commissioner, Ed Allen if he would go to the meeting. Mr. Allen said yes, he feels


that talking to them in person was the best way to go about it. Cynda Herrick said she would not be able to attend due to an appeal on that date. Commissioner Bingaman felt it was imperative for a commissioner to be there. Commissioner Bingaman made a motion for Ed Allen to attend the Land Board meeting on February 19, 2019 and for the county to pay for his travel costs and expenses. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed for Ed Allen to attend the Land Board meeting on February 19, 2019 and for the county to pay for his travel costs and expenses.

Chief Deputy Clerk Gabrielle Knapp presented to the commissioner the option to move the McCall and Payette precinct polling location to the Idaho First bank. She explained that the public has expressed concern of the current location. She explained the benefits of moving it to the Idaho First Bank. Commissioner Hasbrouck made a motion to move the McCall and Payette precinct polling location to the Idaho First Bank. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to move the McCall and Payette precinct polling location to the Idaho First Bank.

Cascade District Ranger, Jake Strohmeyer presented to the commissioners on behave of Boise National Forest. He explained how the government shutdown affected his office. He discussed a new veg project called lost horse. He explained that they are struggling to hire positions. Mr. Strohmeyer explained that since the furlough ended the rangers have been checking areas within the district to see how they looked after the furlough, everything was in good condition. He gave some back story of the Valdez pit and what the future looks like. Commissioners asked what would happen if there is another government shutdown next week. Mr. Strohmeyer answered that question for the commissioners.

The commissioners adjourned the meeting at 11:29 a.m.

Attest:

Douglas Miller, Clerk


Chairman, Gordon Cruickshank

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, February 4, 2019

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the clerk prior to the meeting.

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 Commissioner Discussion (Correspondence)
Action Items: Meeting Minutes of January 28, 2019
Change in Deputy Coroner Pay Structure
Identifix Renewal Agreement
Approval of Employee Handbook and Addendum Policies
MBA Administrator Services Agreement
Accept Gift from DELLEMC
- 9:15 **Action Item:** Research Project Discussion for Private and Public Access
- 9:30 Discussion Regarding Valley County Facilities Master Plan
- 10:30 Discussion/**Action Item:** Letter to Idaho Department of Lands Regarding Impacts Created by IDL Decisions.
- 10:45 **Action Item:** Proposal to Change McCall and Payette Precinct Polling Location – Chief Deputy Clerk, Gabrielle Knapp
- 11:00 Boise National Forest Presentation-Cascade District Ranger, Jake Strohmeyer
- 11:30 Adjourn

COMMISSIONER'S FUTURE MEETING DATE

Monday, Monday February 11, 2019