

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
February 8, 2016**

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

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

Clerk, Douglas Miller led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for February 8, 2016. Commissioner Hasbrouck made a motion to approve the Commissioner's Agenda as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's Agenda for February 8, 2016.

Deputy Clerk, Jennifer Donlon presented the Commissioners with Claims and Board Order Claims.

General Fund	\$68,916.18
Road & Bridge	\$68,451.41
Magistrate Court	\$912.00
Probation	\$406.37
Indigent & Charity	\$200.00
Jr. College	\$1,850.00
Revaluation	\$57.90
Solid Waste	\$86,187.75

	Tort	\$293.00
	Weeds	\$267.30
	Waterways	\$50,312.77
	McCall-Donnelly Snowmobile	\$9,691.10
	Cascade-Warm Lake Snowmobile	\$657.23
Board Order	Title III Trust	\$778.70
	Interlock Device Fund	\$200.00
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	Total:	\$289,181.71

Commissioner Hasbrouck made a motion to approve the Claims and Board Order Claims. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims, Board Order Claims as presented for February 8, 2016.

Assessor, June Fullmer presented to the Commissioners on matters related to the Assessor's Office. She talked about the proposed legislation to address Park Models/Tiny Houses and indicated that there would not be legislation presented this year.

Clerk, Douglas Miller reported to the Commissioners on matters related to Building & Grounds and informed the Commissioners about items related to the Court and the Clerk's Office. Clerk Miller informed the Commissioners that the deadline to declare for local candidacy was March 11, 2016.

Sheriff, Patti Bolen advised that there was an offer made for the Dispatcher position and an offer was made for the open Jail Detention position. Sheriff Bolen reported that she received her Executive Sheriff Certificate from the Idaho P.O.S.T. Academy. She explained the requirements in order for her to obtain the certificate. Sheriff Bolen reported that there were 19 inmates at the Valley County Jail.

Deputy Chief Treasurer, Rhonda Komula presented the Joint Quarterly Report for the Commissioners to review and approve. Commissioner Willey made a motion to approve the Joint Quarterly Report. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Joint Quarterly Report as presented. Rhonda reported that there were 180 parcels in tax deed process and she further reported that 62 of the parcels have paid.

Anne Guarino with the Building Department reported that she attended the Idaho Association of Building Officials meeting. She explained that there was a discussion related to tiny homes and advised that the homes do need to meet local building codes. She advised that there was a cabin fire on West Mountain but there were no injuries. She informed the Commissioners that the Fire Department told her the fire started because the propane tank exploded. Anne informed the Commissioners of an issue with the front steps of the Courthouse and believed that improvements needed to be made.

Human Resource Director, Ken Arment informed the Commissioners of the openings within Valley County. He advised that the new dispatcher would begin on February 16, 2016. He reported that Valley County did complete the ICRMP Discount program. Commissioner Hasbrouck talked about the Commissioners conducting evaluations for Department Heads and would like to coordinate with Ken.

Melissa Hamilton, University of Idaho Extension Coordinator informed the Commissioners about the presentation that would be conducted on the Area Sector Development Analysis at 11:15 a.m. She discussed a few goals that have been determined by the Americas Best Communities group. She advised of the Master Gardeners Course and Small Farms session that would be taking place on February 13, 2016.

IT Administrator, David Crawford reported to the Commissioners that the IT Department had been working on the email system in order to be in compliance with security. He advised that the IT department would be upgrading E911 server and on February 10, 2016. He also reported that the Supreme Court IT Department would be upgrading the Court server. He provided a brief overview of the accomplishments of the GIS Analysts, Ms. Kate Wilson.

Planning & Zoning Administrator, Cynda Herrick reported on the IAC Planning & Zoning meeting she attended. She reported on two public hearings that needed to be scheduled and requested dates from the Commissioners. The Commissioners scheduled the Public Hearing for the McCall Impact Area on March 21, 2016, at 9:30 a.m. The Commissioners scheduled the Public Hearing for West Central Mountains on March 16, 2016, at 6:00 p.m. The location would be determined at a later date. Cynda advised that the Valley Economic Development Council met last week and they would like to have an Economic Summit. She advised that the Valley County Economic Development council would like to conduct the summit in September 2016. Cynda talked about proposed legislation that was discussed during the Idaho Association of Counties Planning & Zoning Directors meetings. Commissioner Hasbrouck advised that he received a phone call from a concerned citizen regarding the proposed asphalt plant. Cynda explained that the proposed plant was within the city limits of Cascade and would go before the city planning & zoning committee.

Recreation Director, Larry Laxson advised that he met with two members of IDPR to discuss snowmobile registration and the new program. He advised that vendors would remain the same and there would be a kiosk available at the locations. He reported that there was a possibility to send out emails regarding renewing registrations. Larry discussed House Bill 437 and redistribution of OHV funds. He provided his opinion regarding the proposed bill but did not believe it would be wise for the state to adopt the proposed legislation. Chairman Cruickshank informed the Commissioners that the Idaho Sheriff's Association of Counties Legislative Committee opposed the bill in the current form. Larry advised that Gem County trail systems have been groomed. He reported on the fun run in McCall and advised that it was a success. He advised that the snow groomers have groomed into New Meadows. He advised that the Cascade Jamboree was scheduled for February 13, 2016. Larry advised that there would be a Winter Recreation meeting on February 9, 2016. He explained that there would be a discussion related to search and rescue situations. Larry reported that the grant application had been submitted to IDPR for the Clear Creek parking lot purchase. He advised that the decision would be made in May 2016.

Marybeth Miner, WICAP Director reported that the office in Cascade was able to begin serving the community again on a regular basis. She presented issues that were being brought to WICAP's attention regarding snow removal. Chairman Cruickshank suggested talking with the local churches. Commissioner Hasbrouck asked if a portion of the Home Maker Expense line could be utilized to pay for snow removal? Skip Clapp, Director of Court Services suggested utilizing individuals who have community service. Marybeth reported on the assistances that had been provided for firewood. Marybeth advised that she had several young pregnant teenage girls who are in need of services. The Commissioners referred Marybeth to several organizations that could provide assistance. Marybeth advised that she would provide accurate numbers to the Commissioners regarding how many individuals WICAP has served the past year.

Skip Clapp, Director of Court Services presented to the Commissioners regarding PREA Compliance for the Juvenile Detention Center. He advised that the official policy needed to be adopted by the Commissioners. He informed the Commissioners about what the department needed to do on annual basis to maintain compliance for PREA. Skip informed the Commissioners that the Jeff D lawsuit had been settled. Skip reported that there are two juveniles in custody at the Juvenile Detention Center.

Chairman Cruickshank advised that the Commissioners would be going into closed hearing for Indigent/Charity at 10:58 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent/Charity at 11:06 a.m.

Decision after Indigent/Charity

16-NH053-3	Request for Approval
16-RH078	Request for County Indigent Lien /New Application
16-TL065	Request for County Indigent Lien /New Application
16-MG082	Request for County Indigent Lien/New Application
16-AM082-2	Release of Lien

Andy Olavarria was in attendance to discuss the North Valley Cross Country trail and the request for signs to be installed. He explained his safety concerns to the Commissioners and why he believed a sign needed to be placed at the location. He advised that would like a recreation sign to be placed. Commissioner Hasbrouck asked if there were standards for the signs? Road Superintendent, Curtis Bennett advised that there were standards for the signs. Chairman Cruickshank believed that a recreation sign needed to be installed and not specified for one type of activity. He respectfully requested that that community purchase the signs with the understanding that the Road Department would install the signs and maintain the signs. Mr. Olavarria advised that he would ask the North Valley Cross Country Trail Board to see if they would be willing to share the cost. The Commissioners would like to see installation of a recreational crossing sign.

Chairman Cruickshank presented the Commissioner meeting minutes from February 1, 2016. Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from February 1, 2016. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from February 1, 2016.

Commissioner Hasbrouck made a motion to appoint Ms. Stephanie Nelson to the Woody Biomass Committee. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to appoint Ms. Stephanie Nelson to the Woody Biomass Committee.

Melissa Hamilton introduced Mr. Don Albrecht who is the Director of the Western Development Center from Utah State University and Mr. Paul Lewin who is an Economic Development Extension Specialist from the University of Idaho. Melissa explained that the two individuals are proposing to conduct an area sector development analysis and they were in attendance to provide an overview of the actual analysis. Mr. Don Albrecht introduced himself and explained that area sector development analysis including the process. It was explained that ASAP is a regional collaborative effort between several institutes in the North West. He provided the ASAP model and how it begins. He advised that they like to receive feedback from the community to begin. He also explained that they discuss with local industries to determine benefits and needs. Mr. Albrecht explained that after all the data was gathered they could determine long term and short term economic development strategies. He advised that ASAP Economic Model was a tool to help achieve sustainable community economic development. He advised that the ASAP Project Requirements would be a local project coordinator and steering committee who coordinate with ASAP regional team, participate and engage in workshops and assignments. Commissioner Willey asked how the data was gathered from the residents and how do you determine that you are gathering accurate data? Mr. Albrecht suggested that the steering committee complete the survey and then they ask the steering committee to get that data from the community. Chairman Cruickshank asked after the projects were completed and the data was collected how was the next steps funded? Mr. Lewin provided the next steps of the process. Mr. Albrecht talked about the strategic plan. Melissa discussed the involvement of the Americas Best Communities and how the analysis would be beneficial. Melissa explained that the city of New Meadows could also benefit from the analysis. Commissioner Willey asked when the initial funding would be needed? Melissa explained that that funding would need to be determined by February 15, 2016.

Commissioners adjourned for lunch at 12:15 p.m.

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

Chairman Cruickshank began the discussion with the West Mountain Snowmobile Club. The members of the West Mountain Snowmobile Club that were present are Ms. Kathy Hull and Mr. Ron Julian. They provided a letter to the Commissioners to take into consideration regarding the West Mountain Snowmobile grooming program. A copy of the letter will be appended to the Commissioner meeting minutes. Ms. Hull had concerns that expenses were being made from the Cascade Warm Lake Expense line to pay for items that are utilized in McCall and Smiths Ferry. They had concerns that expenditures are made at a time when the revenues are reduced. Mr. Julian questioned the purchase of brushing equipment when there was a cooperative agreement with the Forest Service to conduct brushing of groomed trails. Commissioner Hasbrouck asked if the concerns had been discussed with the Snowmobile

Advisory Committee? Mr. Julian indicated in various degrees it had been discussed with the Snowmobile Advisory Committee. Mr. Julian felt that there has been no appreciable building maintenance on the Four Corners Warming Hut or the Groomer Storage Shop building in the last three years. Mr. Julian believed that the facilities are county owned and should be maintained by the county. Mr. Julian indicated that the West Mountain Club believed that there has been no progress made in establishing two new trails approved by Boise National Forest and Payette National Forest in 2013. Ms. Hull reported to the Commissioners that there had been significant reduction in approved grooming trails. Mr. Julian felt that the Committee Members input suggestions are not considered on most occasions. The West Mountain Snowmobile Club indicated that there had been unregistered sleds observed in Cascade and Warm Lake area. Ms. Hull reported on inconsistency of information provided by the Recreation Director. They had concern regarding the close out report for the West Mountain shop addition grant. Chairman Cruickshank asked how the West Mountain Snowmobile Club would like a response from the Commissioners? Ms. Hull requested to be placed on the Commissioners on a later date. The Commissioners scheduled the next meeting to discuss the matters on February 29, 2016 at 1:00 p.m.

Road Superintendent, Curtis Bennett began the discussion related to a possible land swap. Curtis provided a description of the area that he was considering swapping. Planning & Zoning Administrator, Cynda Herrick believed that the Assessor would need to conduct an appraisal of the area and Cynda explained that a conditional use permit would need to be approved. The Commissioners would like to see what the benefit would be for that tax payers and the county to conduct a land swap of this nature. Prosecuting Attorney, Mr. Jay Kiiha gave his opinion that the county could conduct a land swap but would need to be a like versus like type of property.

Curtis began the discussion related to No Business Road. Land Owners, Mr. Ray Zemke & Mr. Jay Jacques were in attendance to present to the Commissioners. Mr. Zemke wanted to know if there was a possibility that land owners on No Business could have year round access? Mr. Zemke would like to have access to his property and believed that the snowmobile grooming could continue. Mr. Zemke wanted to know what the possibility of snow removal in order for No Business could be accessed year round? Mr. Zemke reported that if a structure was built, he would have to do high risk insurance. Curtis advised that Valley County does not conduct winter maintenance on No Business. Chairman Cruickshank advised of the policy of not conducting winter maintenance unless there were full time residents. Mr. Zemke and Mr. Jacques advised that they are planning on becoming full time residents. The Commissioners advised that winter maintenance would be considered if there were full time residents on No Business Road and if funding was available.

Curtis began the discussion related to Lake Cascade Recreation parking discussion. Curtis provided a memo with pictures and maps attached on the issues. Chairman Cruickshank believed that they were here today to discuss the issue of Stonebreaker. Curtis explained that it started off as an issue at Stonebreaker Lane but the issue has grown from just Stonebreaker. Chairman Cruickshank asked the department leaders to take the memo and break down each area and create an overall plan that provides solutions, prioritizes needs and breaks down the cost for the solutions. Chairman Cruickshank addressed reasons why not to start plowing Stonebreaker back to the cattle guard starting now.

Commissioner Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 (b) Personnel. Commissioner Willey seconded the motion. All Commissioners voted “aye” to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioners went into Executive Session at 2:53 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session per Idaho Code 74-206 (b) Personnel at 6:55 p.m. The Commissioners recessed the meeting until February 10, 2016.

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Gordon Cruickshank, Chairman

Attest:

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Douglas A. Miller, Clerk