

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
February 9, 2015**

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

Meeting called to order by Chairman Cruickshank at 9:01 a.m.

Dale Eskridge led the Pledge of Allegiance.

Commissioner Hasbrouck made a motion to approve the agenda as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's agenda for February 9, 2015.

Valley County Deputy Auditor, Katie Bomberger presented the Commissioners with Claims and Board Order Claims totaling \$210,590.77 and one Junior College Tuition request from Mr. Micah Wagner. Commissioner Willey made a motion to approve the Board Order Claims, Claims and Junior College Tuition as presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Board Order Claims and Claims totaling \$210,590.77 and the Junior College Tuition for Mr. Micah Wagner.

Solid Waste Manager, Dale Eskridge presented to the Commissioners the Solid Waste Statistics for November 2014, December 2014 and January 2015. He advised that the office in Lake Fork is available after it was cleaned out. Dale asked if there was anything on the agenda to discuss Warm Lake and Yellow Pine transfer bins? Chairman Cruickshank explained that at the time it is being reviewed with the Boise National Forest Service and would continue to review with the need arises. Treasurer, Glenna Young advised the Commissioners that the bank account for the Solid Waste Department could be moved to Umpqua Bank but she explained

that it would require the Solid Waste Department to change the existing credit machine. It was decided that the option would be researched and a decision would be made at a later date.

Assessor, June Fullmer introduced new employee, Kristi Shaw Hamilton who has been hired for the Plat Clerk Position. June advised that Appraiser, Michael Smallwood has resigned and his last day would be on February 19, 2015. She reported that she will be working with Human Resource Director, Ken Arment to fill the position.

Valley County Clerk, Douglas Miller informed the Commissioners that for the time being he would be conducting weekly meetings with the Building & Grounds employees to identify areas of the building that need routine maintenance. He reported that Scott Dejong would be keeping daily records of projects and progress that has been made. Clerk Miller also explained that there would be a ticketing system put in place to help the Building & Grounds employees keep track of work that needs to be done and completed. He further reported that there are jury trials scheduled for next week.

Sheriff, Patti Bolen reported that she attended the Sheriff's Association meeting last week and she explained that they are trying to finalize IPREA compliance. She reported that the jail staff is currently working on jail standards policy and she reported that there will be eight counties that are audited for IPREA. Commissioner Hasbrouck asked if there would be a charge for the audit? Sheriff Bolen reported that there would not be a cost if the Sheriff's Association could train an auditor to conduct the formal audits. She reported on the NRA legislation related to Concealed Weapons Permits that was presented to the legislators. She discussed the Enhanced Concealed Weapon Permit process. Sheriff Bolen reported that jail has a conditional offer out to one Deputy Detention Officer who is currently in background check.

Valley County Treasurer, Glenna Young presented to the Commissioners the Treasurer/Auditor Joint Quarterly Report for review. Commissioner Willey made a motion to approve the Treasurer/Auditor Joint Quarterly Report. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Treasurer/Auditor Joint Quarterly Report that was presented. A copy of the report will be appended to the Commissioner meeting minutes. Commissioner Hasbrouck asked if tax payers could pay taxes electronically? Treasurer Young reported that individuals could pay their tax bills with credit cards. She explained that the site for credit payments is reflected on the Valley County Website.

Anne Guarino with the Building Department informed the Commissioners that the office is receiving numerous calls regarding future building plans. Anne advised that she must attend training to become a certified Commercial Building Inspector. She reported that she will be attending the certification training the first week of March 2015. Anne advised that after the storm during the weekend, there might be a requirement for building permits to fix the damage that was done to numerous houses.

University of Idaho Educator, Melissa Hamilton reported on the programming that was held during the weekend for the Master Gardner program. The second class of the Victory Garden Series took place at the Donnelly Fire Station and it focused on Food Preservation. Master Food Preserver and MG volunteers presented this program. She reported that Alyson with U of I 4H, conducted a teen prevention program at the Yellow Couch Center in McCall to provide

supervised and safe activities for Valley County youth during winter carnival. Melissa reported that Scott DeJong was currently working to clean out the office space and Disaster Relief would be starting to remove the equipment today. Some of the material that needs to be sorted has been moved to the fairground buildings in order to be scanned and then discarded. She requested that she be informed of the progress of the cleanup from Scott and Doug and the process continues. Melissa stated that Dr. Momont would be on the Commissioners Agenda to continue to discuss the transition of the University of Idaho Extension Office. The office location and financial contributions from both the county and U of I will be discussed.

Human Resource Director, Ken Arment informed the Commissioners of the opening positions that are currently available within Valley County and the interview process. Ken advised that he has prepared a draft form of the personnel handbook and he presented an employee evaluation for the Commissioners to review. He would like to have the draft submitted to the Commissioners by next week. Commissioner Hasbrouck asked about the storing of Human Resource files and if a location has been identified? Ken explained that there is some work that needed to be done to determine the storing of Human Resource files and a process of how employee's files are being accessed. Chairman Cruickshank agreed that procedures should be put in place when anyone is accessing employee files and a discussion should be had at a later date to decide a formal process. It was agreed that the existing process of two employees accessing the vault would remain in place.

IT Administrator, David Crawford presented that he attended a certification class last week and he passed the test and is now a certified Virtual Expert. He reported that the IT Department will be switching out the phone services next week.

Valley County Planning & Zoning Administrator, Cynda Herrick reported that the office is continuing to work on the Potlatch Maps. She attended the Planning Director meeting last week at IAC. She reported that her office was working on numerous issues. Chairman Cruickshank asked if Cynda could review the eminent domain on trails bill that will be submitted to legislation.

Larry Laxson, Valley County Recreation Director reported to the Commissioners that that the New Meadows Day was canceled and the McCall Fun Run was canceled. Larry had a concern that he was unable to change the notification on the Recreation Website. He advised that the Groomers would be able to groom again once that weather cools down. He reported on several trees that are down which need to be cleared. He advised that he would be attempting to get volunteers to assist with the clearing. Larry reported that he is considering attending IDPR Board Meeting the April 23, 2015, in Pocatello, Idaho. Larry advised that Chairman Cruickshank talked with him about creating a video of local area recreation opportunities. He advised that he has a commitment from a sponsor to assist with creating the video and helping with the cost. Mr. Travis Schwartz has been approached to produce the video as a marketing tool for Valley County.

Lynnae Kreager with WICAP advised that the energy assistance program is winding down. She reported that WICAP is reaching out to individuals who have been involved with the program in the past. She explained that they are working on a United Way grant which would run from June 2015 through October 2015. There has also been a grant application for Umpqua bank. Lynnae thanked the Road Department for the delivery of the fire wood. She also

appreciated that Commissioner Hasbrouck and Commissioner Willey attended the luncheon for former Board Member, Robbie Winkle. Lynnae advised that the homemaker program position has not been filled but she explained that she has spoken with one individual about their interest in the position.

Chairman Cruickshank advised that the Commissioners would be going into closed hearing for Indigent/Charity at 10:43 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent/Charity at 11:03 a.m.

Decision after Indigent/Charity

15-RM073 Request for Approval for Idaho Gastroenterology
Request for Denial for St. Luke's McCall & St. Luke's RMC

15-JC076-4 Request for Denial

15-BK050-3 Request for Denial

15-JK059 Request for County Indigent Lien/New Application

15-CS052-2 Request for County Indigent Lien/New Application

15-CM085 Request for Release of Lien

15-JE071 Request for Release of Lien

Chairman Cruickshank took roll call for the Public Hearing. Commissioner Hasbrouck was present. Commissioner Willey was present and Clerk Douglas Miller took the minutes. Chairman Cruickshank opened up the Public Hearing at 11:05 a.m.

Public Hearing: CA-14-04 McCall Impact Area Code Amendment-Short Term

Chairman Cruickshank asked the Commissioners if there was any ex parte communication related to the Public Hearing. The Commissioners reported that there was no ex-parte communication related to the scheduled public hearing.

Michelle Groenevelt with the City of McCall provided her staff report and it started at 12:28 on the audio recorder. A copy of the staff report will be appended to the Commissioner meeting minutes. Chairman Cruickshank asked how the ordinance would be enforced? Michelle advised that the ordinance is for homes that are advertised for short term rentals with occupancy over twenty individuals. Michelle explained that there would be a management plan developed and if a requirement of a conditional use permit was required, the neighbors would be notified. Chairman Cruickshank asked what is the need this ordinance needs to be developed because there have not been any recent complaints? Michelle believed that the ordinance needed to be created in order to have the ability to address the issue if it arises. Commissioner Willey had concerned because it might affect property rights but he could understand the creation of the ordinance would assist the City of McCall to address if the issue arises. Michelle expressed the need for a Conditional Use Permit for situations of this nature.

Chairman Cruickshank advised that there were no proponents or opponents in the audience related to the public hearing for McCall Impact Area Code Amendment-Short Term.

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Chairman Cruickshank closed the Public Hearing at 11:37 a.m.

Commissioner Willey made a motion to approve Ordinance 15-01 McCall Impact Area Code Amendment. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 15-01 McCall Impact Area Code Amendment.

Public Hearing: Road Name Change-Lanham Road to Whispering Timbers

Chairman Cruickshank opened the Public Hearing 11:39 for Road Name Change-Lanham road to Whispering Timbers. Roll Call taken by Chairman Cruickshank

Planning & Zoning Administrator, Cynda Herrick presented her staff report at 13:00 on the audio recorder. Cynda advised that there was a letter received by Mr. Jim Hass on January 29, 2015. He was concerned that the renaming of the road to Whispering Timbers would create confusion for emergency personnel.

Chairman Cruickshank asked for comments from proponents. Mrs. Barbara Morrill who resides at 421 Lanham Road provided testimony to the Commissioners. Mrs. Morrill advised that her husband and she are the only full time resident who resides on the road. She reported that she spoke with other property owners and they did not have any objection with changing the road name. She reported that the main reason for wanting to change the name is just to have a more appealing road name.

Chairman Cruickshank asked for any comments from uncommitted or opponents. No one was in attendance.

Chairman Cruickshank closed the Public Hearing at 11:47 a.m. and brought back to the Commissioners.

Commissioner Hasbrouck made a motion to change the road from Lanham Road to Whispering Timbers. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to change the road name from Lanham Road to Whispering Timbers and the cost of the change would be paid for by the applicants, Mr. Garth Morrill and Mrs. Barbara Morrill.

Commissioners adjourned for lunch at 11:49 a.m.

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

Chairman Cruickshank presented the Commissioner meeting minutes from January 26, 2015. Commissioner Willey made a motion to approve the Commissioner meeting minutes from January 26, 2015. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from January 26, 2015.

Chairman Cruickshank presented the letter of support for the Housing Company to pursue Phase II of the affordable housing project. Commissioner Hasbrouck made a motion to have the Commissioners sign the letter of support for The Housing Company. Commissioner Willey

seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the letter of support for the Housing Company to pursue Phase II of the affordable housing project which is located south of the Valley County Annex building in McCall, Idaho.

City of McCall Mayor, Jackie Aymon attended the Commissioner meeting to discuss City of McCall issues. She discussed the Local Option Tax that failed on the ballot in 2014 but they are proposing to have the Local Option Tax on the ballot in 2016. The City of McCall did have a public forum related to the current 3% LOT tax and conducted an exercise where groups could determine where the funds are expended and where the funds should not be expended. She reported that the next step is to reconstruct the exercise to determine infrastructure needs. She indicated that the exercises would be conducted in the spring of 2015. Mayor Aymon reported on affordable housing and the most recent organization that wants to build affordable housing would be near the McCall City Hall. She reported that the piece of property that has been identified as an option has the McCall Senior Center on the site. She explained that there was a Public Hearing and many concerns were discussed. She also indicated that there were neighbors concerned about affordable housing at the location. She stated that there were also developers who spoke against the proposal. Mayor Aymon advised that the discussion would again take place at the McCall City Council meeting on February 12, 2015. Chairman Cruickshank advised that the Commissioners do believe that there is a need for affordable housing but believed that all locations need to be researched and time is needed for the review process. Mayor Aymon advised that any project would be required to go through the design review process with the City of McCall. Mayor Aymon believed that it is important to address the current need for affordable housing. Mayor Aymon reported that proposed organization is indicating that there is a need for a decision immediately. She believed that the City of McCall should conduct a full scale needs assessment.

Commissioner Willey made a motion to go into Executive Session per I.C. 67-2345(1)(a)-Personnel. Commissioner Hasbrouck seconded the motion. All Commissioners voted "aye". Chairman Cruickshank advised that the Commissioners would be in Executive Session at 1:51 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 2:48 p.m. Chairman Cruickshank made a motion to approve the starting salary for the newly hired Plat Clerk from \$23,475 to \$25,910. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the starting salary for the newly hired Plat Clerk from \$23,475 to \$25,910 annually because of prior experience that Ms. Hamilton has as a Plat Clerk.

Commissioner Hasbrouck made a motion to go into Executive Session per I.C. 67-2345(1)(f)-Pending Litigation. Commissioner Willey seconded the motion. All Commissioners voted "aye". Chairman Cruickshank advised that the Commissioners would be in Executive Session at 2:50 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 3:02 p.m. No decision was made after Executive Session for Pending Litigation.

Road Superintendent, Curtis Bennett presented to the Commissioners that he attended the annual Weed Superintendent Conference last week in Boise. He advised that he spent last week reviewing the 2015 Fiscal Budget and he would like to have a workshop with the Commissioners to discuss the lack of SRS funds in 2015. He would also like to provide the Commissioners with a proposed road maintenance schedule for 2015 and suggested a workshop with the Commissioners on an upcoming agenda. Curtis advised that LHTAC is accepting Flap Grant applications the end of April 2015. Curtis advised that because of the conditions of the weather, he has had to put up the Break Up Limits which could affect some logging operations. He has notified all affected logging operations. He advised that the Road Department is working on cleanup after the wind storm on February 7, 2015.

Melissa Hamilton and Dr. Pat Momont from the University of Idaho Extension presented to the Commissioners the cost associated with the supplies that were lost because of the mold issue. Melissa informed the Commissioners that there was approximately \$12,000 loss of supplies for the 4H program curriculum that was destroyed. Melissa was hoping to get some clarity on how to move forward with the cleanup process. She advised that the University of Idaho Extension would need to replace the curriculum that was thrown away. Melissa wanted to discuss who would be responsible for the cleanup cost. She advised that she did receive \$1,000 from the University of Idaho for materials. Chairman Cruickshank advised that Valley County would be responsible for the fiscal impact of the cleanup. Dr. Momont advised that his goal is to find a permanent long term placement for the University of Idaho Extension office. Dr. Momont proposed that the University of Idaho would pay for the cost of the cleanup if Valley County would cover the cost of rental space and utilities. Melissa presented a document that she created to help determine an appropriate location for the University of Idaho Extension Office. She informed the Commissioners that there was a comparison done with possibilities and an objective decision was made. The Kelly's White Water Park office was determined to be the best location for the University of Idaho Extension Office. Melissa provided a cost comparison of utilities for the Commissioners to review. Chairman Cruickshank asked about the office space available at the Kelly's White Water Park? Melissa advised that there would be three office spaces at the building. Melissa informed the Commissioners that the rental cost would be \$300 per month plus the cost of the utilities. Commissioner Willey asked about long term possibilities and what guarantee does the University of Idaho Extension have that the property would be available for several years? Melissa advised that the current understanding would be that it would be a one year lease with the chance for renewal each year. Chairman Cruickshank expressed a concern of the possibility of increased cost the lease after the first year. Mayor of Cascade, Rob Terry wanted to have the Commissioners be aware that he is in support of the University of Idaho Extension remaining in Cascade, Idaho. Joni Hower interested citizen informed the Commissioners that she would also be in support of the potential move. Sue Leeper representing the Valley County Fair board supported that the University of Idaho building be moved to the proposed Cascade location. Chairman Cruickshank advised that the Commissioners must consider all options and research all the available locations in order to make a decision. Commissioner Willey made a motion that the Commissioners consider allowing the University of Idaho Extension Office to move to the Kelly's White Water Park Office and the expenses would come out of General Fund Reserve. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to allow the University of Idaho Extension Office to move to the Kelly's Whitewater park office. It was agreed that the in order to make sure that the decision is moving forward it would be placed on the Commissioners agenda on February 17, 2015, to review the progress of the lease agreement.

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Commissioners adjourned meeting at 4:11 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk