

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
February 23, 2015**

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

Meeting called to order by Acting Chairman Bill Willey at 9:02 a.m.

Dale Eskridge led the Pledge of Allegiance.

Commissioner Hasbrouck made a motion to add an Executive Session per I.C. 67-2345(1)(a)-Personnel to the agenda and approve the agenda as amended. Acting Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to add an Executive Session per I.C. 67-2345(1)(a)-Personnel to the agenda and approve the Commissioner's agenda for February 23, 2015.

Chairman Cruickshank had an excused absence for the meeting of February 23, 2015.

Solid Waste Supervisor, Dale Eskridge presented to the Valley County Commissioners an email that was sent to former Solid Waste Supervisor, Ralph Mckenzie from Jeff Thompson Program Manager for the Boise State University Safety and Health Consultation Program related to the safety and health inspection of the Lake shore Disposal Transfer Station on September 1, 2011. Acting Chairman, Bill Willey suggested that Dale contact Jeff Thompson and Ralph Mckenzie and determine if there were bids that were received for the construction of stairs. Dale reported to the Commissioners that Jeff Brewster from Pocatello, Idaho is the Interim Manager for Lake Shore Disposal.

Valley County Deputy Auditor, Katie Bomberger presented the Commissioners with Claims and Board Order Claims totaling \$144,243.95. Commissioner Hasbrouck made a motion to

approve the Board Order Claims, Claims and Junior College Tuition as presented. Acting Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Board Order Claims and Claims totaling \$144,243.95.

Court Services Director, Skip Clapp presented to the Commissioners that there is one juvenile in custody at the Valley County Juvenile Detention Center. He advised that they will be receiving a juvenile from Washington County in the future. He advised that the Idaho Association of Counties Juvenile Administration and IAC Misdemeanor Administration meeting would be in McCall, Idaho, on April 13th and April 14th. He explained that the administration is working on the three year plan and area of focus is on reintegration of juveniles back into the community. He advised that there has been a conditional offer made for the Juvenile Probation Officer position. Commissioner Hasbrouck asked about the PREA Audit for 2015? Director Clapp explained that PREA Audit should be conducted in June or July of 2015 by Mr. Steve Jett. Commissioner Hasbrouck informed Skip of a mental health seminar that should be attended in Boise, Idaho.

Assessor, June Fullmer reported to the Commissioners that Kristi Hamilton would be moving into the front office by next week. Idaho Transportation Department has scheduled training for the Department of Motor Vehicle related to Commercial Driver's License, Background Checks and Fraudulent Documents. June gave a breakdown of the training requirements for her staff and the coverage that would take place. June advised that there are two positions that have been posted for the Revaluation Department. The positions are for a Commercial Appraiser and Residential Appraiser.

Valley County Clerk, Douglas Miller informed the Commissioners of the repairs that were done by Building & Ground employee, Scott DeJong. He also reported on the cleanup of the Boiler Room that would be completed on February 28, 2015. Clerk Miller informed the Commissioners that the new Deputy Recorder would start on March 2, 2015.

Valley County Treasurer, Glenna Young presented to the Commissioners Tax Cancellations #15-7 for Parcel Number XR00196001031A & Tax Cancellation 15-8 for Parcel Number LR00196001031A. Commissioner Hasbrouck made a motion to approve Tax Cancellations #15-7 and Tax Cancellation #15-8. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Tax Cancellation #15-7 for Parcel Number XR00196001031A & Tax Cancellation #15-8 for Parcel Number LR00196001031A.

Anne Guarino with the Building Department informed the Commissioners that the office is receiving request for new building permits. She advised that there are buildings at Tamarack that would be finished. Anne advised that she would be attending training for her Commercial Inspections License. She discussed the mold report that was prepared by MTI and wanted to make sure that the mold cleanup up at the North End of the Building is done correctly. She would like another inspection done after the cleanup is completed. Commissioner Hasbrouck asked about a preliminary report related to septic systems that is available? Anne was unaware of the new preliminary permit application.

University of Idaho Educator, Melissa Hamilton reported to the Commissioners that Alyson Stats took a group of students to Boise for a weekend conference called Know your Government. Melissa presented on the Victory Garden Series and reported that the third

session of six was conducted. She advised that 45 participants have registered for the series and she continues to have walk-in participants attending these programs. Melissa indicated that there has been a positive collaboration with the St. Luke's Hospital, Cascade Food Pantry, Alpha Nursery and the U of I Master Gardner's to provide this program. Melissa reported that all the equipment from the old U of I Building has been cleaned and has been stored at the Lake Fork Building. She would like the equipment moved on February 24, 2015. IT Director, David Crawford reported on the internet connection at the Kelly Whitewater Park building and reported that there is a concern about the security for the internet connection. She reported that U of I would be in next week to assist with connection. Melissa advised that she has cleaned all of the hard surfaces with the mold cleaner. She reported that the soft items would be given to Disaster Relief for Restorative Restoration. Melissa discussed the purchasing policy for the U of I staff and she is requesting that the Commissioners allow the U of I office obtain a Valley County Debit Card. She is requesting a limit of \$1,000 for the Valley County Debit Card. Commissioner Hasbrouck made a motion to authorize the Treasurer's office set up a debit card in the amount of \$1,000. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to authorize the Treasurer's Office to set up a debit card in the amount of \$1,000 for the University of Idaho Extension Office. Melissa presented the KWP Lease for U of I Valley County Extension Office. Acting Chairman Willey made a motion to have the Commissioners sign the lease. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the Kelly's Whitewater Park lease for the University of Idaho Valley County Extension Office.

Human Resource Director, Ken Arment informed the Commissioners that he received an oral bid from May Security for replacing the lock on the current Human Resource vault. Acting Chairman Willey suggested that Ken receive a formal written bid from May Security to get an actual cost of the replacing the lock. Ken reported that he has prepared a draft copy of a new employee handbook that he would like the Commissioners to review for approval at a later date. Ken advised of the job postings that Valley County currently has which have been posted on the Valley County Website and advertised in the Star News.

IT Administrator, David Crawford reported to the Commissioners that he installed a new DVR system at the Valley County Juvenile Detention Center. He discussed the additional costs of internet for the University of Idaho at the Kelly's Whitewater Park building. David advised that Jordon would be in training next week. He informed the Commissioners that the EOC building's server would receive a back-up server.

Valley County Planning & Zoning Administrator, Cynda Herrick advised that there would be a meeting with CAV and State Flood Plain Coordinator. She wants to make sure that the county is in minimum compliance. She would like to identify the specifics related to elevation requirements. She is considering attending flood plain training in Yakima, Washington. She is continuing to be involved with Legislative Committee phone calls. She reported that the biggest concern is imminent domain. She reported that on March 18, 2015, would be the next meeting regarding Affordable Housing. Cynda advised that the March 2015, planning & zoning meeting had been canceled. Cynda commented on the sanitary restrictions through Central District Health.

Larry Laxson, Valley County Recreation Director reported that the snow groomers are still grooming at high elevation. Larry reported that there were over 100 individuals who had parked at Francie Wallace parking lot over the weekend. Larry discussed the possibility of moving his office to the Lake Fork Building. Commissioner Hasbrouck believed that the move would be appropriate. Larry advised that on March 7, 2015, there would be a national volunteer day and he would like to have some work done at the Cabarton Boat Launch. Larry informed the Commissioners about a grant application through Idaho's Wild Rivers License Plates that he would be submitting. Larry presented a proposed Resolution that would require a fee to assist with the cost of maintaining the Wellington Snow Park. The Commissioners wanted to discuss further the name of the park and the resolution that was presented.

Acting Chairman Willey advised that the Commissioners would be going into closed hearing for Indigent/Charity at 10:54 a.m.

Acting Chairman Willey brought the Commissioners out of Indigent/Charity at 10:58 a.m.

Decision after Indigent/Charity

15-KF050 Request for Denial

15-JK059 Request for Denial

15-MM068-2 Requests for County Indigent Lien/New Application

15-KF050 Request for County Indigent Lien/New Application

15-KF050-2 Request for County Indigent Lien/New Application

Acting Chairman Willey presented the Commissioner meeting minutes from February 17, 2015. Acting Chairman made a motion to approve the Commissioner meeting minutes from February 17, 2015. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from February 17, 2015.

Major Mike Kiethly and Archie Banbury with the American Legion Post 60 introduced Mr. Tom Bacon who is the First Vice Commander of the American Legion Post 60 in Cascade, Idaho. It was advised that Mr. Bacon came up with an idea to have a POW/MIA Exhibit for National POW Day which is the end of September 2015. Mr. Bacon explained that the exhibit is in the preliminary stages but wanted to present to the Valley County Board of Commissioners. Mr. Bacon reported that there have been twelve Prisoners of War from the State of Idaho. Four of POW's has been accounted for and remains have been recovered. He reported that eight of the twelve have been identified as Missing in Action. Mr. Bacon explained that the American Legion POST 60 has worked with the Cascade School District to have students reenact a POW display. The American Legion POST 60 would like to have the display at the Valley County Courthouse. He presented a diagram of where the display would be on the county grounds. Mr. Bacon identified the displays and how the reenactment would work. Mr. Bacon is asking the Commissioners for permission to have the reenactment conducted on the Valley County grounds. The Commissioners believed that it would be a great idea and would support having the reenactment be conducted at the Valley County Courthouse.

Commissioners adjourned for lunch at 12:00 p.m.

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

Planning & Zoning Administrator, Cynda Herrick presented to the Commissioners that she is inquiring about the Commissioners thought of her becoming the Planning & Zoning Administrator for the City of Donnelly. Commissioner Hasbrouck asked if she felt that it would be a conflict of interest? She advised that since she is not a decision maker, she believed that she would be able to work for the City of Donnelly. The Commissioners advised that they would be willing to explore the possibility of Cynda doing work for the City of Donnelly and would request that Cynda report back in order for a formal decision to be made by the Commissioners.

Commissioner Hasbrouck made a motion to go into Executive Session per I.C. 67-2345(1)(a)-Personnel. Chairman Willey seconded the motion. All Commissioners voted "aye." Commissioners went into Executive Session per I.C. at 1:30 p.m.

Acting chairman Willey ended the Executive Session ended at 2:05 p.m. Decision after Executive Session by the Commissioners was that Director of Valley County Court Services, Skip Clapp can offer the existing salary of \$37,000 for the Juvenile Probation Officer to the current candidate.

Acting Chairman 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." Commissioners went into Executive Session per I.C. 67-2345(1)(a)-Personnel at 2:06 p.m.

Acting Chairman Willey brought the Commissioners out of Executive Session per I.C. 67-2345(1)(a) at 2:42 p.m. Commissioner Hasbrouck made a motion to add a part-time position to the Treasurer's Office for purposes of scanning documents for Valley County. Acting chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to add a part-time position to the Treasurer's Office utilizing the part time expense lines from the Treasurer's Budget, IT's Budget and the Clerk's Budget.

Road Superintendent, Curtis Bennett presented a petition to increase the speed limit back to 35 miles per hour on Herrick Lane. Curtis informed the Commissioners that he was in favor of increasing the speed limit back to 35 miles per hour on Herrick Lane. Commissioner Hasbrouck made a motion to increase the speed limit to 35 miles per hour on Herrick lane. Acting Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to increase the speed limit to 35 miles per hour on Herrick Lane.

Curtis informed the Commissioners about a right of way on Withers Lane. Curtis explained that there was a 60 foot road right-of-way referred to in Instrument 83518, recorded on November 4, 1974. This 60 foot right-of-way that goes south from the section line would overlap the existing prescriptive 25' from center of road, as built. Therefore, it was determined that the property owners north of the section line have access on public right-of-way to the existing travelled way of Withers Lane. (Associated documents attached to the official minutes)

Curtis presented the sealed request for proposals for the Waterways Truck and Patrol Vehicles for the Commissioners to review. The first proposal to be unsealed was from Cascade Auto for the Waterways Vehicle was for \$28,700. The seconded proposal to be unsealed for the Waterways Vehicle was from Bates Ford was \$33,900. The bond checks were received by both companies. Commissioner Hasbrouck made a motion to accept the proposal from Cascade Auto for the Waterways Vehicle in the amount of \$28,700. Acting Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the request for proposal for the Waterways Truck from Cascade Auto for \$28,700.

Curtis presented the sealed request for proposals for two Patrol Vehicles. The first request for proposal that was unsealed was from Cascade Auto for two Patrol Vehicles was for \$53,600. The second request for proposal that was unsealed was from Bob Bate Ford for two Patrol Vehicles was for \$60,800. Commissioner Hasbrouck made a motion to accept the request for proposal from Cascade Auto for two Patrol Vehicles for \$53,600. Acting Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the request for proposal from Cascade Auto for two Patrol Vehicles for \$53,600.

Commissioners adjourned the meeting at 3:14 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk