

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
March 10, 2014**

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

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

Valley County Deputy Auditor, Alysa Morrison led the pledge of allegiance.

Chairman Cruickshank advised that Valley County Treasurer, Glenna Young would like to add a cancelation of solid waste fee to the agenda and Chairman Cruickshank stated that the Executive Session would need to be moved to 2:30 p.m. Commissioner Willey made a motion to approve the agenda with the additions and changes. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda with the addition to add cancelation of solid waste fee to the agenda and to move the Executive Session to 2:30 p.m.

Valley County Deputy Auditor, Alysa Morrison presented the Commissioners with Junior College Tuitions, Claims and Board Order Claims totaling \$289,112.76. Commissioner Hasbrouck made a motion to approve Junior College Claims, Claims and Board Order Claims as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Junior College Tuitions, Claims and Board Order Claims totaling \$289,112.76.

Valley County Clerk, Douglas Miller informed the Commissioners that the Clerk's office will be forwarding revenue and expenditure budget worksheets to all Elected Officials and Department Heads by March 31, 2014 in preparation for 2015 budget workshops. He also reported that there are two jury trials that are scheduled to move forward.

Valley County Sheriff Patti Bolen reported that a group of Boy Scouts would like to renovate the shooting range for a project to earn their Eagle Scout Badge. Commissioner Willey asked if the shooting range was open to the public? Sheriff Bolen advised generally it is not open to the public but could be if requested. Commissioner Hasbrouck asked if there was any more discussion regarding Valley County Search and Rescue radios? Sheriff Bolen stated that the Valley County Search and Rescue have not had their meeting and a discussion had not taken place.

Valley County Treasurer, Glenna Young presented that Valley County is charging a solid waste fee to the Edwards Mosquito Taxing District and would like this to be canceled by the Commissioners. Commissioner Hasbrouck made a motion to approve cancelation for the solid waste fee for Edwards Mosquito Abatement Taxing District. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the cancellation of the solid waste fee for Edwards Mosquito Abatement Taxing District. Glenna asked the Commissioners about putting a committee together to look at solid waste fees for 2015 budget. Glenna suggested that the Valley County Assessor, June Fullmer and Solid Waste/Building Facilitator, Ralph McKenzie be a part of the committee. Glenna suggested that some comparisons be presented to the Commissioners for their review. She will also talk with Steve Fiscus to find out about the legalities.

Chief Deputy Assessor, Sue Probst advised that the McCall Department of Motor Vehicle has been moved to the Idaho First Bank building. She reported that the State will be bringing up another terminal to assist with the office. Commissioner Willey was concerned that there were no outside signs at Idaho First Bank to inform the public that the McCall DMV office is located inside the building. Sue advised that she will discuss with Valley County Assessor, June Fullmer.

Valley County Court Service Director, Skip Clapp submitted the 2013 Juvenile Accountability Block Grant for the Commissioners to review and he requested that Commissioners sign the application. The amount of the grant for is \$2,500.00. Skip advised that this grant is used for the Youth Tracker program. Commissioner Willey made a motion to have the Chairman sign the 2013 Juvenile Accountability Block Grant. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the 2013 Juvenile Accountability Block Grant application. Skip advised that they have had a few members of the public coming in to the Annex to conduct Department Of Motor Vehicle business but they have been providing those individuals with the new location. Skip advised that the new water heater has been installed. Skip stated that he would like to research the idea of installing a Stop Door to prevent clients from coming back into the offices. He will need to look at his budget in August 2013 to see if he will have the funds to install this door. He advised that the Juvenile Detention Center will have a juvenile resident over spring break.

Valley County Human Resource Director, Pat Duncan reported that an Administrative Assistant for the University of Idaho office has been hired. She reported that she would be conducting interviews for the Part Time Court Clerk Deputy this week. She informed the Commissioners that she is finishing up the job description project. Commissioner Hasbrouck asked if the job descriptions would be available for the Commissioners to review? Pat advised

that the job description workshop will be taking place on March 24, 2014 before the Commissioners.

Valley County Information Technology Director, David Crawford advised that the server migration was a success. He also advised that the McCall DMV move went well. David reported that Curtis and he meet with the eCivis salesperson and they presented a cost of \$1,750 for two licenses. David advised that only two individuals could utilize the license. David informed the Commissioners that the Valley County Website is done but the Web Designer is working on some final changes.

Valley County Planning & Zoning Administrator, Cynda Herrick reported that Granite Excavation is going to be starting full production of the gravel pit and the Commissioners will have to address noise concerns. Commissioner Hasbrouck asked about A.S.A.P Portables building? Cynda advised that she will be asking the Planning & Zoning Commission to review the siding requirements and make a determination of the requirements. Commissioner Willey asked about the impact area in McCall? Cynda stated that the City Codes have been adopted by the Valley County Commissioners. She reported that the Valley County Sheriff Deputies are enforcing the codes. Cynda advised that she needs to work with the City of McCall on the Impact Area and develop another Impact Area agreement. Commissioner Hasbrouck asked if the County would allow a City of McCall Code Officer to enforce codes in county limits. Commissioner Willey believed that enforcement is not happening. Cynda reported that the codes are being enforced. Commissioner Willey expressed that when citizens approach the Commissioners regarding code violations, the violations need to be looked at. Commissioner Hasbrouck wanted to know if a different appeal system should be reviewed? Cynda advised that the general public does not know the process and she reported that it is very vague. Commissioner Hasbrouck suggested that a workshop be set up to discuss the Impact Area Agreement. Commissioner Hasbrouck asked about the drainage plan for Yellowpine and if there was any help that Cynda could provide? Cynda advised that she would look into what the Planning & Zoning Department could do.

Larry Laxson, Valley County Recreation Director reported that the Wounded Warrior Snowmobile ride was a success. He reported that weather was perfect and there were several volunteers who helped make it a success. Larry advised that the snow grooming equipment was running good but the grooming program is winding down for the year. He reported that he is starting to work on the Summer take outs at Cabarton. Larry asked if he can get a club to donate extra money, would he need to get permission to have a sign saying who donated the funds? The Commissioners advised that this has been general protocol in the past to acknowledge anyone who has donated funds. Larry reported that the Winter Recreation meeting is at 9:00 a.m. in McCall on March 11, 2014.

Paula Fodrea with WICAP reported that they have provided energy assistance to 368 households. She reported that there has been a reprieve for energy assistance until the end of March 2014. She stated that there were 977 individuals who lived in these households. Paula also stated that 174 of these households have individuals on food stamps. Paula reported that the Emergency Food and Shelter Program Board needed to have a Commissioner as a representative. It was agreed by the Commissioners that Commissioner Willey would be a part of this board. Paula reported that she has submitted her letter of retirement. Her last day with

WICAP will be on April 2, 2014. Paula Fodrea advised that she has been with WICAP for 31 years.

Mr. Ben Wellington representing the Southern Valley Recreation District requested that the Commissioners grant a 30' wide waterline easement over and across 1.11 acres recently acquired south of the existing Valley County Fairgrounds. The easement would be for the installation and maintenance of 10" water main extension that would tie into an existing 14" City of Cascade water main that was installed May 2007 and comes from west of the new AmeriTitle Building, North down through the Valley County Shop Yard. Chairman Cruickshank asked if a surveyor has been contacted? Mr. Wellington advised that he is working with a couple of engineering firms. Mr. Wellington will be presenting a formal easement request in the future for the Commissioners to review.

Chairman Cruickshank advised that the Commissioners would be going into closed hearing for Indigent and Charity at 10:50 a.m.

Commissioner Cruickshank brought the Commissioners out of Indigent and Charity at 11:02 a.m.

Decision after Indigent and Charity:

- 14-JW050 Request for Indigent Cremation
- 14-CB055 Request for Final Denial
- 14-JC076-2 Request for County Indigent Lien/New Application
- 14-LR085 Request for County Indigent Lien/New Application
- 14-SS060 Request for County Indigent Lien/New Application
- 14-HP064 Request for County Indigent Lien/New Application
- 14-WY050 Request for County Indigent Lien/New Application

Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from February 28, 2014. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from February 28, 2014.

The Commissioners reviewed all the Southwestern Idaho Resource Advisory Committee Title II funding applications that have been submitted to determine who the Commissioners will be providing letters of support to. The Commissioners will provide letters of support for the following grant applications: Valley County Road & Bridge for Bridge Replacement in Bear Valley, for the Warren Profile Gap Road Mechanical Wall and for Gravel Crushing Project on the Payette National Forest. The Commissioners will be providing letters of support for the YCC Program-Boise National Forest. The Commissioners will also be providing letters of support to Northwest Youth Corp and the Krassel Ranger District of the Payette National Forest. Letters of support will also be provided for the Idaho Forest Products Commission Idaho Project Learning Tree and Idaho Forest Tours for Educators and Opinion Leaders. Letters of support will be provided to the Payette National Forest for 2014 Youth Conservation Corps Program and for the proposed 2014 Forest-Wide Trail Maintenance Proposal.

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

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

Valley County Treasurer, Glenna Young advised that her office has been in charge of the mail room for several years. She recommended that a formal mail room policy be adopted. Glenna advised that she would like the Commissioners to set a policy that does not allow delivery of personal items to the County's post office box. Glenna also advised that she is researching the idea of outsourcing the County's mailings to save money on postage. She would like to track the cost and present back to the Commissioners. Commissioner Willey asked who was involved preparing the proposed policy? Glenna advised that her office prepared the policy. Glenna advised that her office would do the mailings but if there was a mass mailing, she would like to have at least a one day notice. Glenna provided a draft for the proposed mail room policy. The discussion continued regarding departments providing prepaid postage on envelopes for mailings to be returned to the County. Glenna is suggesting that the Commissioners should be making that decision on prepaid postage. Chairman Cruickshank wanted to know if there was a way to determine how much postage each department is spending on mailings? It was advised that at this time the postage cannot be tracked for each department. Glenna stated that she is not expecting a decision today but thought that this should be brought to the Commissioners attention. Commissioner Hasbrouck believed that at a minimum a security code should be installed on the postage machine to track the cost of postage for each department. Glenna advised that she does not feel that her department should track normal mail but if there are mass mailings, those mailings should be tracked. The Commissioners would like Glenna to send out the proposed mail room policy to the Elected Officials and Department Heads and discuss the issue again on March 17, 2014.

Valley County Treasurer, Glenna Young presented on snowmobile registrations. Glenna provided a rough draft of the proposal. Glenna advised that snowmobilers should have a choice how to purchase the registrations either using checks or credit cards. Access Idaho has agreed to send Valley County two devices to run the credit cards on. Chairman Cruickshank believed that what is being presented is a good way to begin this program. Commissioner Willey is concerned that this program might take away from other private vendors who sell the registrations. Chairman Cruickshank advised that two issues are enforcement of the program and generating revenue for the snowmobile program. Commissioner Hasbrouck made a motion to approve the Valley County Recreation Procedure to sell registrations for snowmobiles. Chairman Cruickshank seconded the motion. The motion was presented for a vote. Chairman Cruickshank and Commissioner Hasbrouck voted in favor of the motion. Commissioner Willey voted no. Motion passed with a 2-1 vote to move forward with the Valley County Recreation Procedure to sell snowmobile registrations.

Debbie Duran, Operation Manager for the Thunder Mountain Railroad advised the Commissioners that the Thunder Mountain Line has been able to acquire more recreation cars to travel to Cascade. They are smaller, more efficient cars with fewer pollutants. The recreation car will be able to haul rafts and kayaks. The Thunder Mountain Railroad would have a depot in Smith's Ferry. She believed that they need to work together with recreationalists. They would like assistance from the County Commissioners for advertising and presenting this to the community. They are looking at the end of May 2014 beginning of June 2014 for this program to start. The hardest area to up keep is the Banks area and if they could they would like to have

a facility in the Smiths Ferry area. The proposal would be for the train to run Friday through Sunday. Ms. Duran would like to work with Larry Laxson on this proposal. Commissioner Willey asked if this would be from Smiths Ferry to Cascade? Ms. Duran advised that would be the route. She stated that they would also be applying for a beer and wine license. Commissioner Hasbrouck asked if there is a place in Smith's Ferry that would be set up for parking? Ms. Duran indicated that there is a location in Smith's Ferry that could be used for parking but she does not know if they have the facilities to have people who are not on the train park there.

Valley County Road & Bridge Superintendent, Curtis Bennett presented briefly on the eCivis Grant Software. He advised that at this point the County would just want to take advantage of the search engine portion. Commissioner Hasbrouck was concerned that the agreement would need to be a three year commitment.

Curtis presented that Valley County was awarded the Warm Lake Highway Flap Grant and reported that he is waiting for further instruction from the Federal Highway Administration.

Curtis provided the Boise National Forest Roads And Trails Act Easement Bridge. Commissioner Hasbrouck made a motion to sign the FRTA Easement Bridge Transfer Signature. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to sign the FRTA Easement Bridge Transfer Signature.

Commissioner Hasbrouck made a motion to go into Executive Session per Idaho Code 67-2345(1)(f)-Pending Litigation. Commissioner Willey seconded the motion. No further discussion, all in favor to go into Executive Session per Idaho Code 67-2345(1)(f)-Pending Litigation at 2:32 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 2:58 p.m. No decision was made after the Executive Session.

Commissioner Hasbrouck was excused to attend a Global Geothermal meeting.

Curtis advised that Mr. Demar Burnett came into the office and informed Curtis that he would be dropping his lawsuit against Valley County. Mr. Burnett also advised Curtis that there is a piece of property that he owns in Gold Fork that would have material for a gravel pit. He would be willing to do a lease but would prefer to sell the land to the County. Chairman Cruickshank suggested that the County test the property and make a decision if they would like to purchase the land. It was agreed by the Commissioners and Curtis that samples would be pulled and a decision would be determined at a later Commissioner meeting.

Curtis reported that Valley County Court Services Director, Skip Clapp spoke with the McCall Recreation District who is considering selling one of their 15 passenger vans and the Court Services would be interested in purchasing the van for \$3,500. Curtis informed the Commissioners that he would have the funds in his Motor Pool budget to purchase the vehicle. Curtis indicated that he would follow up with the McCall Recreation District.

Curtis advised that some of the County road conditions are poor and flooding. He advised that the culverts are flooded but the Road Department is doing what it can to rectify the issues.

Curtis informed the Commissioners that the Road Department is also working on the roads into Yellowpine and Stibnite.

Valley County Solid Waste/Facilities Supervisor, Ralph McKenzie provided a Solid Waste Statistics for 2014 Fiscal Year. A copy of the report will be appended to the Commissioner meeting minutes. Ralph advised that the move for the McCall DMV has been completed. He also reported that the water heater at the Juvenile Detention Center has been installed. Commissioner Willey informed Ralph that Glenna would like to discuss forming a committee regarding the solid waste fees. Chairman Cruickshank suggested that David Crawford should be involved in the discussion.

Commissioner Willey made a motion to have the Chairman sign the Southwestern Idaho Resource Advisory Committee Title II support letters and sign any more support letters than come in. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to have Chairman Cruickshank sign the Southwestern Idaho Resource Advisory Committee Title II support letters that were discussed earlier in Commissioner meeting.

Commissioners adjourned meeting at 3:28 p.m.

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Gordon Cruickshank, Chairman

Attest:

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Douglas A. Miller, Clerk