

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
March 14, 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 March 14, 2016. Chairman Cruickshank requested that an Executive Session I.C. 74-206(1)(a) be added to the Commissioner's Agenda for March 14, 2016. Commissioner Hasbrouck made a motion to approve the agenda as amended. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda as amended with the addition of an Executive Session I.C. 74-206(1)(a) at 2:15 p.m.

Clerk, Douglas Miller & Chief Deputy Clerk, Gabrielle Knapp presented the Commissioners with Claims, Board Order Claims and Junior College Tuitions.

General Fund	\$169,594.36
Road & Bridge	\$140,496.61
District Court	\$5,498.77
Indigent and Charity	\$200.00
Revaluation	\$1,468.74
Solid Waste	\$103,779.24
Tort	\$253.00
Waterways	\$343.86

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	McCall Donnelly Snowmobile	\$9,316.75
	Cascade Warm Lake Snowmobile	\$1,090.29
	Smith's Ferry Snowmobile	\$28.66
Board Order	Title III Trust	\$3,003.26
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	Total:	\$435,934.23

Commissioner Hasbrouck made a motion to approve the Claims, Board Order Claims & Junior College Tuitions. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims, Board Order Claims & Junior College tuitions for Mr. Austin Shotwell, Ms. Grace Kindall, Ms. Kailey Linden, Mr. Christopher Nikkel, Ms. Jade Starry, Ms. Brenda Huaman, Ms. Sierra Lewis.

Chairman Cruickshank began the canvass of the votes for the 2016 Presidential Primary. Deputy Clerk, Kathleen Wilson presented the canvass of the votes to the Commissioners. Commissioner Willey made a motion to have the Commissioners sign and approve the canvass of the votes. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve have the Commissioners sign and approve the canvass of the votes for the 2016 Presidential Primary.

Assessor, June Fullmer informed the Commissioners that Commercial Appraiser, Mr. Cliff McClean assisted the appraisers last week. She reported to the Commissioners that the value tables should be entered in within a few weeks. June reported to the Commissioners that there would be additional value for personal property and there might be a slight increase to values.

Clerk, Douglas Miller reported to the Commissioners on the Presidential Primary. He thanked the IT Department for their support and discussed the new technology that was utilized at the polling stations to identify where voters districts were. He reported on the completion of tasks that had been done by the Clerk's Office.

Sheriff, Patti Bolen presented on the Century Link Dispatch agreement. She explained that there was an amended agreement provided by Century Link which would save additional \$5,000. She advised that the Century Link caught the error. Commissioner Willey made a motion to allow the Chairman to sign the amended agreement with Century Link Dispatch. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to sign the amended agreement with Century Link Dispatch. Sheriff Bolen presented the Bureau of Reclamation five year plans for the Commissioners to review. Commissioner Hasbrouck made a motion to approve the Bureau of Reclamation Plan and authorize the Chairman to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Bureau of Reclamation Plan and authorize the Chairman to sign. Sherriff Bolen reported that the Valley County Search & Rescue hosted a meeting at Trinity Pines in Cascade, Idaho. She believed that the training and meeting were successful. She advised that the Valley County Dispatch should be fully staffed within the end of the month.

Treasurer, Glenna Young informed the Commissioners that the office was receiving the tax deed titles returned and their office was continuing to work on the tax deed process. Glenna advised that she researched the possibility of getting a chip reading credit card machine at the Solid Waste Transfer site. She advised that the cost would be \$139.00. She recommended to the Commissioners that they consider purchasing the machine in the future. Commissioner Willey asked if there was an additional monthly cost? Glenna advised that there would be a onetime fee of \$139.00 and there would be the normal cost for using a credit card machine. Commissioner Hasbrouck made a motion to allow Treasurer, Glenna Young to purchase a chip reading credit card machine for the Solid Waste Site. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to allow Treasurer, Glenna Young to purchase a chip reading credit card machine for the Solid Waste Site.

Marybeth Miner from WICAP introduced a new employee for WICAP. Ms. Renee Wright. She reported that there was \$35,000 of funds available for emergencies in Valley County. Ms. Miner informed the Commissioners that she would be back for the Homemaker Presentation at 1:30 p.m.

Anne Guarino with the Building Department reported that the office was receiving building plans to review. She advised that Annette Derrick passed the Commercial Building Inspections Certification Test and she was able to perform Commercial Building inspections.

Court Services Director, Skip Clapp informed the Commissioners that the Juvenile Detention Center must replace the kitchen floor because of the Health Inspector review. He advised that they have 90 days to repair the issue. Skip reported that there were six juveniles housed at the Valley County Juvenile Detention Center over the weekend. He reported on the Boise County Juveniles that were housed at the juvenile detention center. He informed the Commissioners that Boise County wanted to extend their thanks for the assistance that was provided by Valley County. Commissioner Hasbrouck thanked Skip for providing him with the information of mental health providers in Valley County that he was able to present to the District 4 Mental Health Board.

University of Idaho Extension Educator, Melissa Hamilton informed the Commissioners that she attended the CISPUS training in Washington. She advised that the training was for facilitator training and believed that it was a very beneficial training session. She provided a brief overview of what was presented at the training. She advised that the small farms program had wrapped up and the feedback was very positive. She explained that she would be conducting farm tours. She is halfway through the Master Gardener program and will be done with these courses in May. She advised that the U of I Office was currently working on ranchers feeding youth program with Adams County collaboration. Melissa presented on future programs that she would be working on and conferences that she would be attending. She advised that she obtained the \$3,000 to perform the area sector analysis for the community and explained that she had a list of 20 individuals to participate. She would like 4-5 representatives from each city, and is still recruiting for this steering committee. She provided a brief overview of the ASAP program and the dates to accomplish. She advised that she had been working with UI campus to bring Art and Architecture students to create drawings of greenhouse designs for the area. She indicated that she was working with the Cascade Mobility Team to implement parts of the New Mobility West multimodal transportation plan created last April. She will be working with the City of Cascade this April with the Idaho Community

Review, an Idaho Department of Commerce program. Melissa presented the Kelly's Whitewater Park lease agreement for housing the University of Idaho Extension Office. Commissioner Hasbrouck made a motion to approve the Kelly's Whitewater Park Lease Agreement for housing the University of Idaho Extension Office. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Kelly's Whitewater Park Lease Agreement for housing the University of Idaho Extension Office.

Human Resource Director, Ken Arment presented the Valley County Job Description for the Solid Waste Supervisor Position. He informed the Commissioners that Valley County did receive the ICRMP discount because of the work of the employees and supervisors. Ken informed the Commissioners that he has had created a Valley County Risk Management Study Group with the Elected Officials. Ken informed the Commissioners that he had been in contact with BDPA, Inc to discuss the possibility of the company conducting a salary survey for Valley County. He advised that there would be a meeting with BDPA on March 15, 2016. Ken advised that he would be working on Centennial Celebration for Valley County in 2017. Commissioner Hasbrouck asked about the progress of the Valley County Cafeteria Plan? Ken advised that he would be making that a priority.

IT Administrator, David Crawford indicated that he talked with Latah County about creating a IT Administrator Group to begin attending the Idaho Association of County meetings. David reported that he conducted a site visit to Ada County to review their public safety programs and they discussed a cost sharing program. He explained that he would continue to research. David advised that the IT Department was working with the Road Department and the Idaho Supreme Court on connectivity to the Valley County network. David reported that he was still working on IP phones for Valley County which might create a savings for the county.

Planning & Zoning Administrator, Cynda Herrick informed the Commissioners that the Planning & Zoning approve VAC16-01 Drainage and Utility Easement, which would require a public hearing from the Valley County Commissioners. She advised that the Department of Commerce released their information regarding economic development. She advised that it would need to be sponsored by Valley County. She reminded the Commissioners of the Public Hearing in Donnelly on March 16, 2016. Cynda mentioned the possible land swap that had been discussed in the past and wanted to know if the Commissioners wanted it on the agenda in the future? The Commissioners believed that more work needed to take place before Valley County would consider a land swap. The Commissioners believed that the matter should not be discussed any further regarding the previous proposed land swap.

Recreation Director, Larry Laxson reported to the Commissioners on the disabled veterans ride and explained that it was a successful event. Larry informed the Commissioners of the meetings that he attended on behalf of Valley County. He advised that there were 40 riders and over a 100 volunteers for the veterans ride. Larry explained that the Recreation Department was preparing for spring break and he believed that many people from out of state would be making a trip to Valley County. Larry presented a resignation from Mr. John Hicks from the McCall Snowmobile Committee and advised that the McCall Area Snowmobile Club would like to nominate Mark Wood. Chairman Cruickshank advised that the matter needed to be placed on a future Commissioner's Agenda. Larry reported on a North Idaho ATV & High Mountain ATV Associations annual meeting that he would like to attend in August 2016.

Chairman Cruickshank advised that the Commissioners would be going into closed session for Indigent & Charity at 10:41 a.m.

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

Decision after Indigent/Charity

16-RR086	Request for Approval
16-LC077	Request for Approval
16-KC070	Request for Denial
16-CA079	Request for Denial
13-KH060	Assignment Sheet from Catastrophic Health Care
13-JH062	Assignment Sheet from Catastrophic Health Care
13-JW064	Assignment Sheet from Catastrophic Health Care
14-MG051-3	Assignment Sheet from Catastrophic Health Care
14-CA080	Assignment Sheet from Catastrophic Health Care
14-RL056	Assignment Sheet from Catastrophic Health Care
14-NB094	Assignment Sheet from Catastrophic Health Care
15-BK050	Assignment Sheet from Catastrophic Health Care
15-KM055	Assignment Sheet from Catastrophic Health Care
15-CS052-2	Assignment Sheet from Catastrophic Health Care
15-MM068	Assignment Sheet from Catastrophic Health Care
15-NR071	Assignment Sheet from Catastrophic Health Care
13-MP051	Assignment Sheet from Catastrophic Health Care
91-C104	Discussion

Chairman Cruickshank presented the Commissioner meeting minutes from March 7, 2016. Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from March 7, 2016. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from March 7, 2016.

Kathy Hull and Ron Julian representing the West Mountain Snowmobile Club began the discussion related to the concerns that they had presented to the Commissioners at a previous meeting. Chairman Cruickshank advised that the concerns had been presented to the Snowmobile Advisory Committee and he asked Kathy and Ron if they had received the response from the Snowmobile Advisory Committee? It was acknowledged that the West Mountain Snowmobile Club had seen the response from the Snowmobile Advisory Committee. Chairman Cruickshank advised that there was representation from the West Mountain Snowmobile Club at the Snowmobile Advisory Committee meetings. Kathy Hull had concerns that the West Mountain Snowmobile Club member Scott Freeman was on the Valley County Planning & Zoning Board and on the Snowmobile Advisory Committee. She reported that there are concerns that both of the boards meet on the same night. Commissioner Hasbrouck asked the West Mountain Snowmobile Club would request from the Valley County

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Commissioners? Mr. Julian would like the board to take a close look at the recommendations that were made on behalf of the West Mountain Snowmobile Club and would like to see some changes made on how the Snowmobile Advisory Committee operates. They believe that they should have more say what happens in the West Mountain area and how the funds are disbursed. Kathy advised that she did not know when the program became a county wide program but believed that the decision was impacting West Mountain. Chairman Cruickshank provided an overview of how the program was ran in the past and how decisions were made utilizing the members of the Snowmobile Advisory Committee. The West Mountain Club again brought up the concerns that they had regarding the IDPR Grant that was awarded and they believed that there were expenses made that were in error. Ron Platt the Chair of the Snowmobile Advisory Committee explained that had spoken with IDPR and an audit was conducted in which there were no concerns from IDPR. Chairman Cruickshank advised that he would personally look into it. Chairman Cruickshank brought up the concerns of the brushing equipment that was purchased by the Snowmobile Advisory Committee and explained that something had to be done because the Forest Service was not able to continue the brushing on the groomed trails. He explained that the request to purchase the brushing equipment was approved by the Valley County Commissioners with each area making a contribution. Chairman Cruickshank believed that the West Mountain Snowmobile Club representative was there during the approval by the Snowmobile Advisory Committee. Ron Julian advised that the input from the West Mountain Club was apprehensive to purchase the equipment and believed that in the agreement the Forest Service had the responsibility for the clearing. He did not believe that the county had put enough pressure on the Forest Service. He felt that the McCall Club had the funding but the West Mountain Snowmobile Club did not have the financial resources to make a contribution. He also indicated that the West Mountain Snowmobile Club did not believe that there was much brushing that was needed in the West Mountain area. Ron Julian suggested that the Commissioners discussed the matter with the Forest Service Supervisors and the Federal Representatives. Commissioner Hasbrouck began the discussion regarding Deer Creek Avalanche protocol. Ron Julian advised that the recommendations in the protocol were not from the West Mountain Club. He advised that the protocol was developed to prevent a cat from working there at night. He believed that the protocol was not adhered to this year and believed that it was the responsibility of the Recreation Director, Larry Laxson. Ron provided an overview of what the protocol states and how he believed it was violated this year. Commissioner Hasbrouck began the discussion regarding the travel requirements of Recreation Director, Larry Laxson and how it is funded. Ron Julian was concerned if there were expenses made in the summer for travel and charged to the grooming program. Chairman Cruickshank provided a detail account of how there had been a positive impact by Larry attending different meetings in order to secure funds for the benefit of the recreation program in Valley County. Ron Julian had concerned that the expenses were being made out of the snowmobile fund at a time with the receipts are down. Mr. Julian believed that there was less grooming that took place during this winter in the West Mountain Club area. He provided an example of disabled individual's ride that was not groomed at the burnt tree trail. He believed that the trails are not has groomed as well as they could be. Chairman Cruickshank asked what the Commissioners could do to improve the grooming program in West Mountain Club? Kathy Hull advised that what bothers her is that the West Mountain Club does not get the support from the Snowmobile Advisory Committee that the other clubs receive. The Commissioners reported on the requests that had been made to obtain a new groomer for Warm Lake. Kathy Hull had concerns that it feels like there was always a push back from the Snowmobile Advisory Committee. Chairman Cruickshank made a commitment to eliminate the issues and

continue to work with the West Mountain Club. Ron Julian advised that the West Mountain Club would like more focus for their club and the warming hut building. He commented on several repairs that have not been made. Mr. Julian felt that the West Mountain Club must represent those individuals who reside in that area. Mr. Julian acknowledged that the West Mountain Club was not very strong this year and they are attempting to recruit new members. Chairman Cruickshank requested that the West Mountain Snowmobile club provide the Commissioners with a schedule of meeting dates. The Commissioners suggested that better communication take place between the Snowmobile Advisory Committee and the West Mountain Club.

Commissioners recessed for lunch at 12:10 p.m.

Commissioners returned from lunch at 1:05 p.m.

Mr. Doug Colwell with HD Insurance presented to the Valley County Commissioners. He provided an overview of insurance issues involving Valley County. Mr. Colwell advised that he has meet with the a few Elected Officials regarding risk management issues. He advised that he would continue to work with Valley County to identify risk and work at eliminating risks or minimizing risks. He informed the Commissioners that the Valley County premium has stayed within 5%. Mr. Colwell concluded his presentation.

Karin Hoffer with WICAP provided an overview of the Valley County Homemaker program. She explained to the Commissioners that Valley County's Homemaker program has continued to increase the amount of participants. She advised that WICAP was attempting to hire additional staff for the program for the Cascade area.

Jeff McFadden and Lori Batemen with the Valley County Road Department provided an update on work that had been conducted by the road department. Jeff informed the Commissioners that the old University of Idaho building would not be demolished yet because the Cascade Fire Department was still conducting training.

Lori Batemen presented on the East Lake Fork Right of Way consultant contract. Lori advised the Commissioners that if the contract was signed with Horrock it would be possible to move the East Lake Fork Bridge completion date up. The Commissioners informed Lori and Jeff that the contract needed to be reviewed by Prosecuting Attorney, Jay Kiiha. The Commissioners asked how much the contract was for? Lori advised that the contract was for \$31,000. The Commissioners explained that a request for proposal would need to be completed.

McCall City Engineer, Nathan Stewart presented on the City of McCall (Impact Area) Storm Water. He began the discussion related to the storm water rules. He provided an overview of his expertise to the Commissioners. He explained that he was presenting today to discuss the rules and the standard requirements regarding treatment of storm water. He referred to a document that had been presented to the Commissioners regarding first flush treatment and storm size criteria. He further referred to the current precipitation data analysis. Mr. Stewart provided the Commissioners with his conclusions and recommendations. A copy of the document will be appended to the Commissioner meeting minutes. Mr. Stewart wanted the approval of the Commissioners to move forward with implementing the City of McCall

drainage management guidelines within the impact area. Mr. Stewart advised that the new guidelines would not require any modifications to the practice of the Road Department. He also would be recommending to adopt 24 hour storm sizes shall be 10-year storm=1.83 inches, 25-year storm=2.05 inches and 100-year storm=2.32 inches. Mr. Stewart advised that today was just a presentation with the understanding that he would be requesting a resolution in the future be approved by the Commissioners.

Jeff informed the Commissioners that Captain John Coombs might have the ability to obtain an additional generator if there was ever a need in the future through the Idaho Bureau of Homeland Security.

Commissioner Hasbrouck made a motion to go into Executive Session per I.C. 74-206(1)(a). Commissioner Willey seconded the motion. No further discussion, all commissioners voted "aye". Chairman Cruickshank advised that the Commissioners would be going into Executive Session per I.C. 74-206(1)(a) at 2:48 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session per I.C. 74-206(1)(a)-at 3:44 p.m. No decision was made after the Executive Session per I.C. 74-206(1)(a).

Commissioners adjourned the meeting at 3:45 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk