

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
March 23, 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.

Commissioner Willey led the Pledge of Allegiance.

Commissioner Willey made a motion to approve the Commissioner's agenda for March 23, 2015. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's agenda for March 23, 2015.

Valley County Deputy Auditor, Katie Bomberger presented the Commissioners with Claims and Board Order Claims totaling \$147,092.91. She also presented on Junior College Tuition Applications for Lexis Tinney, Kaytln Marcotte, Olivia Sawdy, Emma Schoonover, Saskia Bock, Hannah Hill and Gabriel Martineau. Commissioner Hasbrouck made a motion to approve the Board Order Claims, Claims and Junior College Tuition Applications. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Board Order Claims and Claims totaling \$147,092.91 and Junior College Tuition applications for Lexis Tinney, Kaytln Marcotte, Olivia Sawdy, Emma Schoonover, Saskia Bock, Hannah Hill and Gabriel Martineau.

Solid Waste Supervisor, Dale Eskridge provided the Commissioners the solid Waste Statistics for 2015. A copy of the report will be appended to the Commissioner meeting minutes. He advised that the lumber pile is being chipped by Ikola Logging. Dale again provided that dates for free dump days would be June 3rd through June 6th. Dale reported that the Road Department removed some trees that were near the power lines at the Transfer Site. Dale advised that the doors on the recycle bins have been closed to prevent debris from coming out of the bins. Dale

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discussed the repairs that needed to be done at the Transfer Station. He advised that the break room for Lake Shore Disposal has not been improved and Lake Shore Disposal indicated that they would complete the work if the County would purchase paint.

Assessor, June Fullmer informed the Commissioners that there has been additional training given to the McCall Department of Motors Vehicle. June explained that Kristi Hamilton is settling in and doing a great job. She advised that she conducted interviews last week for the Residential Appraiser position and Commercial Appraiser position.

Valley County Clerk, Douglas Miller informed the Commissioners of Buildings and Ground issues that were being fixed. He advised the Commissioners that the showers at the jail were being repaired because of lack of hot water. Clerk Miller also informed the Commissioners that the Taxing Districts need to provide the Clerk's Office with Budget Hearing dates no later than April 25, 2015.

Treasurer, Glenna Young advised the Commissioners that she would be presenting a cancellation of property taxes hardship later on the agenda.

Anne Guarino with the Building Department informed the Commissioners that there have been 22 building permits received for 2015. She advised that she would be conducting a site visit to the Transfer Site to determine the damage of the structure that was damaged by Granite Excavation. Anne advised that the Donnelly Bible Church would be building a new food pantry in the future and is requesting that the County waive the building permit fee. Commissioner Hasbrouck made a motion to waive all of the fees for the Donnelly Food Bank except for the cost if the permit has to be reviewed. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to waive the building permit fee for the Donnelly Food Bank except for the cost if the building permit is to be reviewed. Commissioner Hasbrouck asked if an individual comes in with engineer plans is there other items that need to be completed? Anne explained that there is a paper list of requirements for builders to have to determine what the requirements are.

University of Idaho Educator, Melissa Hamilton reported that staff is getting settled into their new location. She reported that she completed the fifth of the sixth Victory Garden Program series with the last of the classes scheduled for April 11th. She advised that she continues to have 50 participants. Melissa reported that 4H Coordinator, Alysson Stats recently completed a steer weigh in for the 4H program at the fairgrounds. Melissa stated that she is working with the Cascade Mobility Team and the City of Case on implementing a community assistance grant from the Sonora Institute called New Mobility West. The community assistance grant includes pro bono work from Vitruvian Planning and the Sonora Institute. The planning sessions will be held April 27th and April 28th. There would be opportunities for community and business community to comment. Melissa also advised that she would be working with a citizen group and the City of Cascade on applying for a Community Review from the Idaho rural partnership. If the grant is awarded the project would unfold in September of 2016. Melissa explained that she is continuing to support and be part of the Americas Best Communities Contest and is working with the Community Development Committee at the McCall Chamber of Commerce. Melissa recently took the Statewide Consultant Professional Pesticide Applicator License exam and informed the Commissioners that it is likely she did not pass and would need to retest. She did report that she spoke with the University of Idaho

Extension Specialist on Pesticides and a Department of Agriculture representative about future training programs in Valley County to assist Professional Pesticide Applicators with meeting their learning requirements associated with maintaining the license. The Commissioners were glad to hear that there were conversations taking place related to potential grasshopper issues.

Human Resource Director, Ken Arment presented an outline of human resource guidelines for scanning human resource files. Ken advised that he would be submitting the employment manual for the Commissioners to review. He informed the Commissioners that he conducted interviews last week with Assessor Fullmer. He reported the Commissioners that the vault for Human Resource files would be repaired next week. Chairman Cruickshank asked if there was a way to backup electronic files? IT Administrator, David Crawford explained the backup systems.

IT Administrator, David Crawford informed the Commissioners that he would be purchasing a new fingerprinting machine for the Valley County Jail. He reported that he is still attempting to get the McCall Annex and the Road Department on the county network. He explained that the IT Department is also working on getting Recreation Director, Larry Laxson on the county network.

Valley County Planning & Zoning Administrator, Cynda Herrick advised that next Wednesday would be the Payette River Basin Water Trails meeting. She explained that the meeting would be on April 1st, 2015, and the public is invited to attend an open house from 4-6 p.m. On April 2, 2015, she would be having a CAV (Community Assistance Visit) meeting with the State Floodplain Coordinator to assess whether Valley County is in compliance with the NFIP. On April 3, the Payette Scenic Byway meeting will be in Horseshoe Bend. Cynda advised that she would be attending Economic Development meeting on March 25, 2015.

Recreation Director, Larry Laxson reported that the Recreation Department is conducting maintenance of all the Snow Groomers. He advised that the drive sprockets would be replaced with magnum sprockets. He explained that the culverts had been pulled in Cascade area. Larry indicated there is still grooming at Francie Wallace. He reported that the Wounded Veterans ride went well at Francie Wallace. Larry reported that he was informed that the Wild River License plate grant was only approved for \$5,000. He reported that he is moved most of his belongings to Lake Fork and he is requesting that he be able to purchase new chairs and tables. He is asking to also purchase new blinds for the Lake Fork Shop. He reported that he is starting to get videos submitted to him for the recreational promotion video he is creating. Larry advised that he is in charge of maintaining 8 recreation buildings and wanted to know if the process would continue? The Commissioners advised that the Building & Grounds Department could assist if it is a larger project that needs to be completed.

Lynnae Kruger with WICAP was in attendance and advised that utility assistance has been extended. She advised that the Cascade Food pantry would allow the utility assistance program to be conducted at there location. She informed the Commissioners that WICAP received \$5,000 award from FEMA. Lynnae Kruger advised that there was a Homemaker hired that is servicing three homes.

Valley County Veterans Service Officer, Major Mike Keithly presented the Quarterly/Semiannual Veterans' Service Office Report to the Commissioners. A copy of his report will be appended to the Commissioner meeting minutes.

Chairman Cruickshank advised that the Commissioners would be going into closed hearing for Indigent/Charity at 10:35 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent/Charity at 10:46 a.m.

Decision after Indigent/Charity

15-HY076 Request for County Indigent Lien/New Application

15-JC076-4 Release of Lien

15-CS052 Release of Lien

Treasurer, Glenna Young presented an application for cancellation of property taxes (hardship). She explained to the Commissioners that the individual has no means to pay the property taxes that are owed. Glenna advised that some payments have been received totaling \$275.33. Commissioner Hasbrouck made a motion to approve the application of cancellation of property taxes for 01-2015 and rescind the penalty and interest charges. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the application of cancellation of property taxes for Hardship 01-2015 and rescind the penalty and interest charges.

Chairman Cruickshank presented the Commissioner meeting minutes from March 16, 2015. Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from March 16, 2015. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from March 16, 2015.

Chairman Cruickshank presented the Squaw Creek Soil Conservation District Letter of Intent for the Commissioners to review. Squaw Creek Soil Conservation District is requesting \$1,000 of funding for Fiscal Year 2017. Commissioner Hasbrouck made a motion to prepare a support letter for an amount of \$850. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to prepare a support letter for an amount of \$850 of funding for Squaw Creek Soil Conservation District.

Chairman Cruickshank suggested that the Commissioner set budget workshops for the afternoon of the Commissioner meetings beginning on April 13th, April 20th and April 27th in order for the Commissioners to have the opportunity to discuss budgets with Elected Officials and Department Heads.

Jared Zwygart with Zwygart & Associates conducted the presentation of the Fiscal Year 2014 Audit for Valley County. A copy of the Fiscal Year 2014 will be appended to the Commissioner meeting minutes. Commissioner Willey made a motion to accept the Valley County Fiscal Year 2014 Audit. Commissioner Hasbrouck seconded the motion. No further

discussion, all in favor. Motion passed to accept the Valley County Fiscal Year 2014 Audit which was conducted and prepared by Zwygart & Associates.

Chairman Cruickshank advised that the regular session for the Commissioners would go into recess at 11:45 a.m.

Chairman Cruickshank advised that the Valley County Board of Commissioners would be convening as the Valley County EMS Board at 11:45 a.m.

Jared Zwygart with Zwygart & Associates conducted the presentation of the Fiscal Year 2014 Audit for Valley County EMS District. A copy of the Fiscal Year 2014 Audit for the Valley County EMS District will be appended to the Commissioner Meeting minutes. Commissioner Hasbrouck made a motion to accept the Fiscal Year 2014 Audit for the Valley County EMS District. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the Fiscal year 2014 Audit for the Valley County EMS District which was conducted and prepared by Zwygart & Associates.

Chairman Cruickshank advised that the Valley County EMS Board would be going into recess at 11:53 a.m. and reconvene as the Valley County Board of Commissioners.

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

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

Commissioner Hasbrouck made a motion to go into Executive Session per I.C. 67-2345(1)(b)-Personnel. Commissioner Willey seconded the motion. All Commissioners voted "aye" to go into Executive Session under I.C. 67-2345(1)(b)-Personnel. Commissioners went into Executive Session per I.C. 67-2345(1)(b) at 1:06 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 2:10 p.m. No decision was made and the Commissioners are going to take any decision under advisement.

Commissioner Hasbrouck made a motion to into Executive Session Per 67-2345(1)(f)-Pending Litigation. Commissioner Willey seconded the motion. All Commissioners voted "aye" to go into Executive Session under I.C. 67-2345(1)(f)-Pending Litigation. Commissioners went into Executive Session per I.C. 67-2345(1)(f)-Pending Litigation at 2:19 p.m. Chairman Cruickshank brought the Commissioners out of Executive Session at 2:28 p.m. No decision was made after the Executive Session.

Commissioner Willey made a motion to go into Executive Session per I.C. 67-2345(1)(b)-Personnel. Commissioner Hasbrouck seconded the motion. All Commissioners voted "aye" to go into Executive Session under I.C. 67-2345(1)(b)-Personnel. Commissioners went into Executive Session at 2:32 p.m. Chairman Cruickshank brought the Commissioners out of Executive Session at 2:50 p.m. Commissioner Hasbrouck made a motion to allow Assessor, June Fullmer to offer \$17.50 per hour for the Commercial Appraiser position. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to allow Assessor, June Fullmer to offer \$17.50 per hour for the Commercial Appraiser position.

Road Superintendent, Curtis Bennett presented the FLAP Grant Applications and letters of support for the Commissioners to review. The grant applications were for Lick Creek Road and West Mountain Road. Commissioner Willey made a motion to have the Chairman sign the FLAP Grant Application for Lick Creek Road and the FLAP Grant Application for West Mountain Road. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the FLAP Grant Application for Lick Creek Road and the FLAP Grant Application for West Mountain Road.

Curtis provided the Commissioners with Payette National Forest Schedule B. The documentation provides a breakdown of road maintenance between Valley County and the Payette National Forest. Commissioner Hasbrouck made a motion to accept the Payette National Forest Schedule B. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the Payette National Forest Schedule B #12-RO-11041200-006.

Curtis presented to the Commissioners the High Valley Road Additional ROW Quitclaim Deed. Commissioner Willey made a motion to accept the High Valley Road Additional ROW Quitclaim Deed. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to accept the High Valley Road Additional Right of Way Quitclaim Deed.

Commissioners adjourned the meeting at 3:15 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk