

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
April 28, 2104**

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

Meeting called to order by Chairman Cruickshank at 9:03 a.m.

David Crawford led the pledge of allegiance.

Chairman Cruickshank advised that the Job Description update that was on the agenda will be postponed and will be placed on the agenda on May 5, 2014 at 3:00 p.m. Commissioner Willey made a motion to approve the agenda as amended. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda for April 28, 2014 as amended.

Deputy Auditor, Alys Morrison presented to the Commissioners the Claims and Board Order Claims. Commissioner Willey made a motion to approve Claims and Board Order Claims as presented totaling \$134,414.02. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve Claims and Board Order Claims totaling \$134,414.02.

Assessor June Fullmer, reported that still diligently working on values. The Assessor's Office is working with State Tax Commission and has completed 60% of the re-pricing. She reported that the part-time Department of Motor Vehicle position posting for McCall has closed and she will be scheduling interviews for the position in the near future. Chairman Cruickshank asked if the McCall Department of Motor Vehicle is testing for Drivers License? June informed the Commissioners that the McCall Department of Motor Vehicle just issues learning permits and does not conduct Driver's License testing.

Clerk Douglas Miller, presented on the upcoming elections and reported that the office is fielding several calls regarding the primary election. He reported that the department will begin the Fiscal Year 2015 Budget Workshops with the Commissioners this week.

Sheriff Bolen brought to the Commissioners attention that Idaho Power will be gifting a vehicle to Valley County Search and Rescue. Chairman Cruickshank advised that he visited with Blake Watson regarding the donation and they thought it was appropriate to donate a vehicle to Valley County Search & Rescue. Sheriff Bolen advised that the vehicle is scheduled to be donated on May 1, 2014. Commissioner Willey made a motion to accept the vehicle donation from Idaho Power to Valley County Search and Rescue. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to accept the vehicle donation from Idaho Power to Valley County Search and Rescue. Sheriff Bolen presented on an opportunity for a Drug Collection Drop box at the Valley County Jail. She reported that there is a grant that they could apply for which would allow citizens to drop of unused prescription to a drug drop box. She proposed to have the drop box located in the hallway at the jail. She indicated that only certain employees would have access to the lock box and those employees would take the prescriptions out and place them in the evidence locker to dispose. Sheriff Bolen informed the Commissioners that the Sheriff's Office has been asked numerous times about having a disposal site. Sheriff Bolen presented the Securus Technologies Correction contract which is for the inmate phone system. Commissioner Willey made a motion to have the Chairman sign the Securus Technologies Corrections contract for renewal of the inmate phone system. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the Securus Technologies Correction agreement for renewal of the inmate phone system. Sheriff Bolen reported that on April 24, 2014, Commissioner Willey and she attended a Fire Wise working group workshop. She stated that there was a scenario that was worked on and a plan of action was developed. She advised that it was a collaborative effort. Chairman Cruickshank mentioned that McCall is having a Fire Wise workshop and he is hoping community members will attend.

Chief Deputy Treasurer, Rhonda Komula advised that working on certified mail for tax deed properties. She further reported that the Treasurer's office has prepared the second half of tax notices, which will be mailed out on May 15, 2014 for the June 20, 2014 due date.

Building Official, Anne Guarino reported that their office received four or five new building plans last week. She also reported that the office has also received several calls about the building process. She presented that their office received a new Xerox machine and wanted to thank David Crawford for working on this and providing an overview of how the machine works. Commissioner Willey asked about the supplies that the Building Department advertised for giving away and wanted to know what the policy was for giving the items away? Chairman Cruickshank advised of the county policy for surplus equipment. He advised that the items are available for County Departments. Chairman Cruickshank asked about the plans that are being filed with the Building Department and wanted to know what area are the plans coming in for? Anne advised that most of the building plans that are being filed are for the Donnelly area. Anne advised that she did have conversation with one builder who planned on building ten houses. Commissioner Willey advised that at the county Economic Development, Sherry Maupin with the Idaho First Bank reported that there is a shortage of low income housing. Commissioner Willey believed that this might be an issue that needs to be discussed.

Court Services Director, Skip Clapp informed the Commissioners that the Juvenile Detention Center hired a new staff member, Mike Jimenez. He reported that on May 1st, 2014, there will be thirty non-profits at the Manchester Ice Arena for the Idaho Gives event. Skip reported that there is one juvenile at the Valley County Juvenile Detention Center. Commissioner Willey discussed the cost of having one juvenile at the juvenile detention center and asked if it was cost effective? Skip advised that the Valley County Juvenile Detention Center is the only Juvenile Detention Center within a 100 miles and if the county contracted with either Ada County or another facility, it might be more expensive to transport the individual and paying for the daily cost of housing the individual at a different facility. Skip presented the SCRAM Product & Service Agreement for the Commissioners to review. CW made a motion to have the Chairman Sign the SCRAM Service agreement. CC seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman Sign the SCRAM Alcohol Monitoring Service Agreement.

Information Technology Director, David Crawford reported that the IT Department did a survey of all the documents that the County has and the IT Department is getting an estimate of the cost of having an outside agency scan these documents. He advised that this would get the documents into an electronic form and make the information available to the general public. The IT Department is just getting an idea of the scope of this project. CC asked what would happen with the documents once the documents are scanned? David advised that the Commissioners would have to review the Retention statute and decide.

Planning & Zoning Administrator, Cynda Herrick advised that she has conference in Boise for planners on May 2, 2014. Cynda advised that she has been attending Idaho Power meetings and believe that they will wrap up this summer. Cynda advised that Valley Adams Regional Housing Authority records were never provided back to the county from Michael David. Cynda advised that the county wanted these documents back but the documents were never received. Chairman Cruickshank informed Cynda that it was demanded that these documents be returned but Michael David held the records for payment he thought was owed to him. Cynda stated that she would make an attempt to contact Mr. Micahel David and once again will ask or request that the documents be returned. Cynda informed the Commissioners that she had given Delta James the changes there made for the Payette River Scenic Byway corridor study. She informed the commissioners that she has a meeting with A.S.A.P. Portables about their compliance. Cynda asked about a link on the new web page for Economic Development? Chairman Cruickshank advised that this needs to be mentioned to Valley County Information Technology Director, David Crawford.

Recreation Director, Larry Laxson advised that conducting maintenance on the snow groomers. He reported that this will take place for the next two weeks. Larry advised that he has to new winches that are 24 volt that have never been used. Larry wanted to know if another county agency might need these? Chairman Cruickshank asked if Larry could see if the winches could be converted to 12 volt. Larry advised that he does not know if it would be cost effective. Chairman Cruickshank advised that if not the County might consider putting them in a surplus. Larry advised that Idaho Department of Parks and Recreation has an opening on grant committee board. He would like to join this board. Chairman Cruickshank did not see an issue with Larry applying for the open board. Larry reported that he is still working on brushing issue with the Payette Forest Service.

Brandy Houser with WICAP presented that they did a food distribution this week. She reported that they did forty distributions in Cascade and over sixty distributions in McCall. Brandy also discussed the Idaho Gives event on May 1, 2014 at the Manchester Ice Arena. She advised that WICAP is losing their handyman position and she is working with Human Resource Officer to post a part-time position.

Chairman Cruickshank presented the Commissioner meeting minutes for April 21, 2014. Commissioner Willey made a motion to approve the minutes from April 21, 2014. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from April 21, 2014.

Chairman Cruickshank presented the letter for signature for the West Central Highlands Conservation & Development council letter which indicated that the Commissioners intend on providing funding if available in the amount of \$300 to West Central Highlands RC&D. Chairman Cruickshank made a motion to approve signature on the letter to go to West Central Highlands Conservation. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to have the Commissioners sign the letter to West Central Highlands Conservation.

Chairman Cruickshank discussed the Idaho Association of Counties Scholarship Program and advised that Patty Weeks challenged all the county elected officials to donate \$12 in order to collect \$1,000 for each district.

Chairman Cruickshank presented the Audit Commitment letters from Zwuygart and Associates. Chairman Cruickshank suggested that the Commissioners postpone this discussion until all Commissioners are available for a decision to be made. Chairman Cruickshank advised that this be placed on the Commissioner's agenda for May 5, 2014.

Chairman Cruickshank discussed the need for Valley County to set a Public Hearing date for Valley County's Fiscal Year 2015 Budget. It was decided that Public Hearing date will be set on August 18, 2014, at 1:00 p.m in the Valley County Commissioners room.

Stephanie Johnson with Cabin Creek presented the Idaho Fire Wise Grant acceptance letter. Stephanie advised that the grant that was applied for was for \$7,000. She explained that this might be the last year that this grant is awarded. Commissioner Willey made a motion to have the Chairman sign the Idaho Fire Wise Project funding agreement. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the Idaho Fire Wise Project Funding agreement for \$7,000.

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

Recording of an Indigent Hearing began at 10:40 a.m. Commissioner Willey made a motion to end the Hearing for the Indigent Case presented, include all exhibits as part of the evidence and the Commissioners will take the matter under advisement. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to end the Hearing for the Indigent

Case presented, include all exhibits as part of the evidence and the Commissioners will take it under advisement at 10:51 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent and Charity closed session at 11:08 a.m.

Decision after Indigent and Charity

14-MG076-2 Commissioners taking under advisement

14-JC076 Request for Release of Lien

14-CB055 Request for Release of Lien

Mr. Robert Berman, Director of McPaws was in attendance to discuss McPaws Fiscal Year 2015 budget. Mr. Berman discussed the letter that was sent to the Commissioners for review. He provided some statistics that there has been a reduction of animals taken in. He contributed that to McPaws spay and neuter program has reduced these statistics. The total number of animals taken in from Valley County has increased 1%. Mr. Berman provided the 2014 Valley County intake first quarter statistics. He advised that 34% of the animals come from McCall, 32% of the animals are from Valley County, 4% of the animals are from Cascade and 6% of the animals are from Donnelly. He advised that McPaws has been trying to reduce their budget over the years. Mr. Berman advised that in Fiscal Year 2014 \$15,000 was contributed to McPaws from Valley County. He encouraged Valley County to contribute \$20,000 for Fiscal Year 2015. Chairman Cruickshank asked if McPaws is accepting animals from other counties? Mr. Berman advised that he has taken in a few animals from Adams County but reported that McPaws is careful and cautions about bringing in animals from outside counties. He advised that this does not happen on a regular basis. Commissioner Willey asked if Adams County provides any funding to McPaws? Mr. Berman advised that Adams County does not provide any funding but he will be having a discussion with the Mayor of Adams County to see if it would be an option to contribute some funds. Chairman Cruickshank advised that Valley County is starting Fiscal Year 2015 Budget Workshops and will take the request that the county provide \$20,000 to McPaws serious and will provide a decision within the near future.

Chairman Cruickshank made a motion to convene as the Valley County District EMS Board. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to convene as the Valley County District EMS Board. Chairman Cruickshank suggested that the Commissioners postpone the FY2014 Audit Commitment Letters for Zwuygart & Associates until next Commissioners meeting. The Commissioners set the EMS Fiscal Year 2015 Budget Public Hearing for August 18, 2014, at 1:30 p.m.

Commissioners adjourned for lunch at 12:02 p.m.

Commissioners returned from lunch at 1:02 p.m.

Assessor June Fullmer, presented to the Commissioners a list of exemption properties to be reviewed by the Commissioners. June presented all of the properties that have exemption status including new exemptions. Chairman Cruickshank asked if the exemptions that are being presented are for property tax exemptions? June advised that is correct. It was advised that the

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Valley County Prosecuting Attorney must review all exemption applications. June presented the 2014 exempt properties list which included new additions. A copy of the list will be appended to the Commissioner minutes. Chairman Cruickshank asked about the addition of McPaws Incorporated thrift shop? June advised that she needs to research and determine if the application was reviewed by the Valley County Prosecuting Attorney. Commissioner Willey asked about the Church of Jesus Christ of Latter Day Saints (Land & Improvements (Housing & Parking Lot). June advised that she would research to determine if this was reviewed by the Prosecuting Attorney. Chairman Cruickshank made a motion to accept the 2014 tax exempt properties except the McPaws Incorporated thrift shop and the Church of Jesus Christ of Latter Day Saints land improvements (House & Parking Lot) which will be presented again on May 5, 2014. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the 2014 Tax Exempt properties except the McPaws Thrift Shop and the Church of Jesus Christ of Latter Day Saints land improvements (House & Parking Lot).

Assessor June Fullmer, presented the list of Developer Discount Summary for 2013 with new applications. Commissioner Willey made a motion to accept the developer discounts as presented. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to accept the developer discounts as presented by Assessor, June Fullmer. A copy of the developer discounts will be appended to the Commissioner minutes.

Road Superintendent, Curtis Bennett presented the Lower Secesh Gravel Project Agreement with the Payette National Forest 14-RO-11041200-008. The Nez Perce Tribe provided the funding for the cost of this project with the Valley County Road Department conducting the work. Commissioner Willey made a motion to approve the Lower Secesh Gravel Project Agreement with the Payette National Forest. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve the Lower Secesh Gravel Project Agreement with the Payette National Forest 14-RO-11041200-008.

Curtis advised that a local rancher would like a cattle guard constructed and has paid for the cattle guard. It is proposed that the cattle guard will be constructed by Valley County Road Department. Commissioner Willey made a motion to sign the No Business Cattle Guard agreement with the Payette National Forest 14-RO-11041200-009. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to sign the No Business Cattle Guard agreement with the Payette National Forest 14-RO-11041200-009.

Curtis presented a request for access for Horrocks Engineering to access Valley County Property near the East Lake Fork Bridge. Commissioner Willey made a motion to approve Horrocks Engineering request for access to Valley County Property near the East Lake Fork Bridge. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to approve Horrocks Engineering request for access to Valley County Property near the East Lake Fork Bridge.

Curtis informed the Commissioners that the Western Federal Lands will be meeting with him on the 5th of May at the Forest Service building in McCall, Idaho. He reported that on May 6, 2014, there will be the site visit to Warren Wagon Road to review the proposed project. On May 7th there will be site visit for Goose Creek and on May 8th there will be the final closeout discussion.

Curtis discussed receiving more right of way on Heinrich Lane from the Sherry Jarvis family.

Curtis reported that he received a couple of quotes for the break up limit signs. He advised that he needs to erect these signs during spring break up limits. The cost for the signs would be \$335 for 45 signs.

Curtis advised that Valley County Soil Conservation District donated \$1,000 to utilize for the Valley County Weed Department. Commissioner Willey made a motion to accept the \$1,000 outreach award from Valley County Soil Conservation District. Chairman Cruickshank seconded the motion. No further discussion, all in favor. Motion passed to accept the \$1,000 outreach award from Valley County Soil Conservation District.

Curtis advised that the Upper Payette Cooperative Weed Management Area applied for a \$4,000 grant which was awarded for the cost share program for chemicals. The chemicals would be available for the general public.

Solid Waste/Facilities Manager, Ralph McKenzie advised that Mountain States was supposed to be here to complete the jail roof but rescheduled for next Monday on May 5, 2014. Ralph advised that he only received one Request for Proposal for the work that needs to be done on the Courthouse Roof. He did receive another proposal but it was after the deadline. Ralph advised that he would talk with the Prosecuting Attorney to see if he can accept the RFP that came in a day late. Ralph recommended that the janitor bid be published earlier this year. He advised that he has the bid ready to post.

Commissioners adjourned meeting at 2:56 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk