

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
June 16, 2014**

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

Meeting called to order by Chairman Cruickshank at 9:05 a.m.

Douglas Miller led the Pledge of Allegiance.

Clerk, Douglas Miller advised that there was a letter received from the Donnelly Rural Fire Protection District on June 12, 2014 regarding appointing two individuals to the Valley County EMS Administrative Council. Commissioner Hasbrouck made a motion to add the Donnelly Rural Fire Protection District letter to the agenda under Commissioner discussion and approve the Commissioner agenda for June 16, 2014, with the amendment. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to amend the agenda and to approve the agenda with the amendment.

Commissioner Hasbrouck made a motion to approve the Commissioner meeting minutes from June 9, 2014. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner meeting minutes from June 9, 2014.

Chairman Cruickshank discussed setting the Commissioner Meetings for the next three months. Chairman Cruickshank advised that he would not be available on July 14, 2014. It was decided that the Commissioners would meet on July 7, July 14, July 21 and July 28. In August, the Commissioners would meet on August 4, August 11, August 18 and August 25. In September the meetings would be set for September 8, September 15, September 22, and September 29.

Chairman Cruickshank presented the pre-disaster mitigation grant letter of support for the City of Cascade. City of Cascade Mayor, Mr. Rob Terry advised that during the construction of the South Bridge in Cascade, there were a few sewer lines that were buried. The grant that the City of Cascade would apply for would help fund the moving of these lines if necessary. Commissioner Willey made a motion to have the Chairman sign the pre-disaster mitigation letter of support. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the pre-disaster mitigation letter of support for the grant that the City of Cascade would be applying for.

Chairman Cruickshank discussed the Cascade Snowmobile Club request to receive funding from Valley County to attend the Washington Snowmobile Expo. The Cascade Snowmobile Club is asking for Valley County to contribute \$2,000 for the cost of attending the expo. Chairman Cruickshank provided a breakdown of the proposed costs for the Cascade Snowmobile Club to attend the conference. Chairman Cruickshank advised that last year, Valley County contributed \$1,500 and he believed that \$1,500 should be contributed for this year. It was suggested by the Commissioners that Recreation Director, Larry Laxson should also attend the conference. Commissioner Willey made a motion to support the Cascade Snowmobile Club request for funding of \$1,500 to attend the Snowmobile Conference. Commissioner Hasbrouck seconded the motion. Commissioner Hasbrouck advised that in the future, the Snowmobile Clubs need to be working as a collaborative group to attend the conferences. No further discussion, all in favor. Motion passed to support the Cascade Snowmobile Club request for funding of \$1,500 to attend the Washington Snowmobile Expo in October of 2014.

Chairman Cruickshank presented the Donnelly Rural Fire Protection District proposal to appoint Ms. Vicki Eld and Mr. Jayme Berheim to the Valley County EMS Administrative Council. Commissioner Willey made a motion to appoint Ms. Vicki Eld and Mr. Jayme Berhime to the Valley County EMS Administrative Council. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to appoint Ms. Vicki Eld and Mr. Jayme Berhime to the Valley County EMS Administrative Council.

Commissioner Hasbrouck made a motion to go into Executive Session per I.C. 67-2345(1)(b)-Personnel. Commissioner Willey seconded the motion. No further discussion, all Commissioners voted "aye" to go into Executive Session. Motion passed to go into Executive Session Per I.C. 67-2345(1)(b) at 9:35 a.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 10:12 a.m. No decision was made after the Executive Session.

Human Resource Director, Ken Arment presented a job description for Human Resources, Risk Management, Indigent Services and Community Guardian position. Commissioner Hasbrouck suggested that Mr. Arment review the prior job description that was prepared for the Human Resource Department in April of 2014. Chairman Cruickshank suggested that Ken review the prior job description for the Human Resource Director and make modifications to present back to the Commissioners. Ken advised that he wanted to know what some of his priorities should be regarding tasks that have been previously assigned? Ken advised that there have been some changes in the hiring procedures in which Department Heads and Elected Officials would have the opportunity to review all applications that have been submitted for

job openings. Chairman Cruickshank suggested that an area that needs to be reviewed is regarding the exempt status for employees. Ken wants to make sure that there is a good foundation of what needs to be in employees personnel file. Ken also reported that there will be a change on the background checks that are conducted and the information in the background checks will be reviewed by the Department Heads and the Elected Officials. The discussion continued regarding the exempt status positions and how to determine what positions should qualify as exempt status or not. It was decided that Ken would have a meeting with Valley County Prosecuting Attorney, Mr. Jay Kiiha in order to get his legal opinion. Commissioner Hasbrouck asked if there is any training that Ken Arment would need to attend to be more comfortable with his position? Ken advised that he would attend any training that the Commissioners deems appropriate. Chief Deputy Clerk, Trudy Eiguren also believed that the Valley County Personnel Policy needs to be updated and available to all Valley County Employees. Treasurer, Glenna Young also suggested that the policy be available electronically for all employees. Chairman Cruickshank suggested that there should be a mandatory policy workshop to discuss any changes to the manual. Chairman Cruickshank suggested a work schedule to be prepared for the Valley County Commissioners to review on a regular basis.

Chairman Cruickshank advised that the Commissioners would be going into a Public Hearing regarding the proposed ordinance 2014-01 Grooming Trails Certificate at 11:05 a.m. Chairman Cruickshank asked for a staff report. Recreation Director, Larry Laxson advised that this ordinance was generated because of an issue that came up a few years ago. The issue was that Fat Tire Bikes and been riding on groomed trails. Valley County decided to write an ordinance to allow Fat Tire Bikes/Dog Sleds to utilize the groomed trails. A paper copy of the ordinance was presented to the Commissioners. Larry advised that local agencies have been notified and the Public Hearing date and time was posted in the paper. The ordinance would be created for any use for the snow-groomed trails as long as the certificate is purchased.

Chairman Cruickshank asked to hear from anyone who is a proponent of the ordinance. Mr. Jim Agnew of McCall, Idaho, was the first to make a presentation. He advised that he does not see many snowmobilers on the trails but reported that the snowmobilers that he has seen have been supportive of Fat Tire bicycles on the grooming trails. Commissioner Willey asked if there are any safety concerns when a Fat Tire Bike is on the same trail as a snowmobiler? Mr. Agnew stated that he has not had any issues and uses common sense when riding on the trails. He explained that lights on the bikes should be used. Commissioner Hasbrouck asked if there were any issues if other modes of transportation are allowed on the trails? Mr. Agnew suggested that signage should be posted to notify anyone who utilizes the trails of the multiple uses.

Ms. Michelle Reagan form McCall, Idaho, and owner of Gravity Sport was next to present. She advised that she is in favor of this ordinance and explained that Fat Tire Bicycling is a growing sport and explained that those who ride do want to help with the cost of maintaining the trails. She felt that the sport could help the local economy. She advised that there has been a good interaction with the snowmobilers and overall has been a positive experience. Commissioner Willey asked if the bikers generally have one bike when riding? Ms. Reagan explained that most Fat Tire Bikers just have one bike.

Steve Munch of McCall, Idaho, advised that he has had his Fat Tire Bike for two years. He advised that he is in support of purchasing a sticker to ride on the trails.

Chairman Cruickshank asked for anyone who is uncommitted to present. There was no one in attendance who wanted to comment.

Chairman Cruickshank asked for comments from anyone who is opposed to the ordinance. There was no one in attendance who was opposed to the proposed ordinance.

Chairman Cruickshank asked if this ordinance might impact other counties because some of the trails are in different counties and how would this give authorization for the trails that are located in other counties? Larry Laxson advised that he would have discussion with the Commissioners of the other counties. Commissioner Hasbrouck asked if the concerns from Idaho Department of Lands have been addressed? Larry advised that he is planning on having a meeting with the Idaho Department of Lands.

Chairman Cruickshank advised again that this is only a Valley County Ordinance. The public hearing was closed at 11:26 a.m. and brought back to the Valley County Board of Commissioners for deliberation.

Chairman Cruickshank explained that the majority of the UTV request are for access to their own properties and to bring in supplies. He stated that there has not been a lot of request for UTV access to groomed trails. Commissioner Cruickshank explained that there has been some request for track vehicles but those individuals need to get a permit through the Valley County Board of Commissioners.

Commissioner Willey made a motion to approve Ordinance 14-01 for inclusion of Title 13 Chapter 1. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 14-01 for Inclusion of Title 13 Chapter 1.

Mary Faurot and Ronda Bishop with the Boise National Forest presented that she is in supportive of the ordinance but believed that they need to work with the Recreation Department regarding the signage and likes the opportunity for balance on multiple use. Ms. Faurot reported on the preseason fire meeting and believed that the meeting was extremely beneficial. Ms. Faurot reported on the campground issue along Highway 55. Ms. Bishop reported that an official support letter needs to be submitted by the Valley County Commissioners to the Boise National Forest District Office regarding allowing the campgrounds to remain open longer in the season that are along Highway 55. There was also a discussion on the kayaker event along Highway 55. Ms. Faurot advised that the review of extra snowmobile grooming routes will be out in August of 2014. Ms. Faurot advised that the Chinook Fishery has opened. She reported that there will be a meeting with Idaho Fish and game on June 17, 2014, which will be a multi-agency meeting to discuss how to interact with tourist that will be coming to Valley County to recreate on the South Fork of the Salmon River. Ms. Faurot reported on staircases that need improvement along the river. Chairman Cruickshank suggested that there needs to be clear posting of campsites along the South Fork of the Salmon. Ms. Faurot advised that there will be a Boise National Forest booth at the Payette River Games. She indicated that she has been learning more about the cattle and sheep that are grazing on the Boise National Forest. She advised that there has been an issue with maintaining the fence along the area. She would like to take some time this summer and meet with the homeowners to talk about a three way partnership to keep the fencing maintained.

Commissioner Hasbrouck suggested speaking with JR Allen. Chairman Cruickshank asked if the Forest Service has looked at doing a lodge pole zig zag fence along the area? Ms. Faurot advised that long term maintenance would be a concern regarding that type of fencing. She reported that the open house at Landmark would not happen this year but they would be working towards opening next summer. Ms. Bishop explained that the process has been very intensive. She advised that there are camp hosts at Landmark. Ms. Faurot again explained that the vision is to have some of the cabins open for administrative use and multi-agency use. She reported that July 21, 2014, would be the next time she would attend the Commissioner meeting. Commissioner Hasbrouck asked if the Forest Servicer found a camp host for Horsethief Reservoir. Ms. Faurot replied yes. Valley County Sheriff, Patti Bolen wanted to thank the Boise National Forest Service for assisting with the airplane crash site. Chairman Cruickshank asked about the progress of the Van Wyck Bridge? Ms. Bishop reported that Brett Barry is the lead for the project. Valley County Road Superintendent, Curtis Bennett indicated that he is hopeful that by late August of 2014 or September 2014 there should be some progress made. Chairman Cruickshank asked if there was a Boise National Forest Fire Crew on staff? Ms. Faurot reported that there is a fire engine crew, hands on crew available and a prevention crew. She stated that the Boise National Forest Fire Crew is based out of Cascade, Idaho.

Commissioners adjourned for lunch at 12:05 p.m.

Commissioners returned from lunch at 1:15 p.m.

IT Director, David Crawford presented the email technology support contract that needs to be renewed. Commissioner Hasbrouck made a motion to approve the email technology support contract. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the email technology support contract.

David presented the Xerox Copier Contract renewal for the McCall Annex. Commissioner Willey made a motion to approve the Xerox Copier contract agreement for the McCall Annex. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Xerox Copier contract agreement for the McCall Annex.

David also presented the First American Title Terminal Server access request. Commissioner Hasbrouck made a motion to approve the First American Title Terminal Server access request. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the First American Title Terminal Server access request.

Road & Bridge Superintendent, Curtis Bennett presented on the West Mountain Road dust issue. He advised that he is working diligently to find a solution for the issue. He has advised residents that it is not in the budget to pay for dust abatement this year. He explained that the road department has done some maintenance to improve the road. Curtis is considering using recycled asphalt to improve the road. He submitted costs to the Commissioner for review. He estimated that it would cost approximately \$20,000. He advised that the base would be able to handle the asphalt. Chairman Cruickshank suggested that Curtis talk with individuals who live on or near the road to see if they could help contribute funds to assist with the cost of the asphalt work.

Curtis advised that he met with Potlach regarding helping maintain some of the roads that are near Potlach land.

Curtis advised that Powder River Excavation would not be available for providing maintenance to the Yellowpine area. Curtis explained that he would be researching alternate solutions for road maintenance when needed for Yellowpine.

Steve Andersen with Weeds & Pest Department presented that he is still working with Idaho Department of Agriculture and there has been a decision made that landowners can get chemicals from the weed department. Steve advised that there will be no more Dimilin or crop oil delivered from the Idaho Department of Agriculture. He reported that Valley County has received sixty three gallons of Dimilin and there has been twenty gallons delivered. Steve advised that there is going to be aerial spraying of Dimilin conducted by local agriculture land owners. Chairman Cruickshank advised that this information needs to get out to the public. Chairman Cruickshank requested that Steve contact the local newspaper to advise that private individuals are getting together to pay for the aerial spraying of Dimilin.

Curtis presented the Milfoil Diving contract. Commissioner Hasbrouck made a motion to approve the Milfoil Diving contract. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Milfoil Diving contract.

Curtis presented that Boise National Forest Weed Spraying agreement. Steve advised that this is a collaborative effort with the Boise National Forest with a contribution from the Boise National Forest Service of \$5,000. Commissioner Willey made a motion to approve the Boise National Forest Weed Spraying agreement. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Boise National Forest Weed Spraying agreement.

Steve explained that the Edwards Mosquito Abatement District has been trapping several mosquitos and he also reported that there has been a report of West Nile Virus in Payette, Idaho.

Solid Waste/Facilities Supervisor, Ralph McKenzie presented the Janitorial Request for Proposals that were received by Valley County. Ralph provided an overview of the companies who submitted proposals. He advised the Commissioners that his selection would be Clearview Cleaning based on the contracts that they currently have and because they have inspectors who randomly inspect the buildings after the cleanings. Ralph also discussed the company Lake View Property Services and their credentials. Chairman Cruickshank asked who would provide the supplies and equipment? Ralph advised that Valley County provides the cleaning supplies and equipment and the proposals just consist of the labor costs. All of the bids were presented to the Commissioners and will be appended to the Commissioner meeting minutes. Commissioner Hasbrouck made a motion to offer the contract to Clearview Cleaning Company. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to offer the contract to Clearview Cleaning Company to provide cleaning services for Valley County.

Commissioner Willey made a motion to go into Executive Session per I.C. 67-2345 (1)(f)-Pending Litigation. Chairman Cruickshank seconded the motion. No further discussion. All Commissioners voted “aye” to go into Executive Session per I.C. 67-2345 (1)(f)-Pending Litigation at 2:28 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session at 3:06 p.m. No decision was made after Executive Session.

Commissioners adjourned the meeting at 3:10 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk