

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
July 28, 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.

Clerk, Douglas Miller led the Pledge of Allegiance.

Commissioner Willey made a motion to approve the agenda for July 28, 2014, as presented. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda as presented for July 28, 2014.

Deputy Auditor, Alysa Morrison presented to the Commissioners the Claims, Board Order Claims and one Junior College Certificate of Residency. Commissioner Willey made a motion to approve the Claims and Board Order Claims as presented totaling \$132,297.19 and also Junior College Certificates of Residency for Shyanne Caward. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims and Board Order Claims totaling \$132,297.19 as well as Junior College Certificate of Residency for Shyanne Caward.

Assessor, June Fullmer informed the Commissioners that the Appraisers are in the field. She explained that there is training that her staff is attending from the Idaho State Tax Commission for recertification. June advised that she has received some notification from the Idaho Department of Lands regarding auctions that will be taking place on State Land in the near future.

Clerk, Douglas Miller presented to the Commissioners regarding Court related items and reported that the office is still working on the budget for Fiscal Year 2015.

Sheriff, Patti Bolen reported that last week she was at the Sheriff's Association Conference. She reported that she did a presentation related to the events that occurred last summer. She advised that Summit Challenge went off without any major issues. She reported that there were more than 500 riders. Sheriff Bolen presented the IECC Reverse Notification Grant for the Commissioners to review. The grant request amount is for \$12,420. Commissioner Hasbrouck made a motion to apply for the IECC Reverse Notification Grant and have the Chairman sign the application. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to apply for the IECC Reverse Notification Grant and have the Chairman sign the application for the grant. Sheriff Bolen reported on user fees and advised that the Board needs to set the fees for 2015.

Treasurer, Glenna Young presented to the Commissioners the Treasurer/Auditor Quarterly Joint Report for review. Glenna advised that the figures provided are as of June 30, 2014. Chairman Cruickshank asked how the use of the debit cards was working? Glenna advised that it is working extremely well. Commissioner Hasbrouck made a motion to accept the Treasurer/Auditor Quarterly Joint Report. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Treasurer/Auditor Quarterly Joint Report. Glenna presented her new employee Ashley Gifford.

Court Services Director, Skip Clapp reported that the Positive Outdoor Teen Services program has wrapped up. He advised that there were 11 participants in the program. He advised that Sylvia Ryan has been nominated for an award through the American in Bloom contest. Skip advised that he will be attending the American Probation Parole Association Conference in New Orleans, Louisiana this week. Skip advised that there are no juveniles in custody. Skip reported that he is exploring the opportunity to contract with other counties to house juvenile residents. Chairman Cruickshank suggested that the county should reduce the daily cost of housing juveniles to \$100 per day.

Building Department, Anne Guarino reported that there office is still busy receiving building plans. She advised that she will be on vacation for the rest of the week.

Alysson Statz with the University of Idaho Extension Office reported that the office is gearing up for the fair. She also reported on the University of Idaho Extension Office involvement with the Positive Outdoor Teen Services program. She explained that there might be a reorganization of the program next year. Alysson reported on repairs that have been done at the Valley County Fairgrounds. Alysson talked with the Fair Board about the dirt abatement and it was explained that it can be used to reduce the dust. Commissioner Hasbrouck suggested that Alysson talk with the City of Cascade about opening up the bathrooms at the American Legion. Alysson reported that there is a workday schedule on Saturday at the fairgrounds.

Human Resource Director, Ken Arment reported that he has continued to work on the Valley County Employee handbook. He reported on new employees that have started with the county.

IT Director, David Crawford presented the Zuercher Mapping annual software agreement for the Commissioners to review. Commissioner Willey made a motion to have the Chairman sign

the Zuercher Mapping annual software agreement. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the Zuercher Mapping annual software agreement. David advised that the IT Department is continuing to upgrade the cameras at the Valley County Jail. He explained that he has been working with the Assessor's Office with technology to conduct appraisals while staff are in the field.

Planning & Zoning Administrator, Cynda Herrick advised that she attended the Flood Plain map meeting and they have been identifying errors on the map. She reported that she has been working with Potlatch to identify public roads that fall on their land.

Recreation Director, Larry Laxson discussed the Cabarton Ramp site and wanted to know if he could access funds from the Economic Development fund. Chairman Cruickshank advised that if funds were expended from the Economic Development fund, there needs to be a repayment of the funds from the Recreation Department in Fiscal Year 2015 to the Economic Development budget. Larry discussed the Wellington Property purchase. He advised that he has been working with Potlatch to finalize the sale. Chairman Cruickshank explained to Larry that he needs to be working with the Title Company. Larry advised that there is a cost to keep the facility open and he believed that there needs to be a fee that is established. Chairman Cruickshank hesitated to establish a fee when there is not a permanent structure. Larry believed that the County should consider pursuing a grant to develop the campsites. The engineering cost is \$12,000. Larry asked if the Nasi Trust could be utilized to cover the cost of the engineering. Commissioner Hasbrouck made a motion to use up to \$12,000 from the Nasi Trust to use for the cost of engineering. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to use up to \$12,000 from the Nasi Trust to use for the cost of engineering for the Wellington Property upgrades. Larry advised that he had been receiving complaints about the restroom at Francie Wallace Park not being cleaned on a regular basis. Chairman Cruickshank suggested that the bathroom should be pumped but a sign should be installed to notify the public that the restroom is used for winter use. Larry advised that he was approached by individual who wants to be a vendor selling food at the Cabarton Boat Launch. The Commissioners advised that they would not support having a food vendor at the Cabarton Boat Launch.

Karen Hoffer with WICAP advised that there have not been any applications received for the opening at WICAP for the Administrator position. She advised that she will attend the Commissioner meetings when she can. She explained that there were 150 Salmon given out on July 25, 2014. She reported that CAPI is implementing a new data base. She reported that WICAP has still not found a homemaker for the Cascade area. She explained that there is a homemaker program in McCall. Commissioner Hasbrouck asked about the wage of the WICAP Administrator? Karen did not know the salary of the position. Karen explained that she would be recruiting for the Homemaker position.

Mary Faurot with the Boise National Forest presented to the Commissioners. Chairman Cruickshank advised that he had received some complaints from the general public regarding the Forest Service Law Enforcement Officer who has been issuing tickets for firewood permits. He suggested that an education program should be conducted for the general public. Mary provided an overview of forest fires that have occurred on the Boise National Forest. She reported that all the fires have been human caused on the Boise National Forest but reported

that the fires have been extinguished. She reported that the Boise National Forest is not in fire restrictions at this time but she believed that within the next week, fire restrictions would be put in place. Mary reported that she will be working with the Payette National Forest at the Yellow Pine Harmonica Festival. Mary stated that Valley County Deputy, Dave Putnam has been staying at the Landmark location. She reported that the Forest Service has been working on cleaning up ATV motorized trails.

Chairman Cruickshank presented the Commissioner Meeting Minutes from July 21, 2014. Commissioner Hasbrouck made a motion to approve the Commissioner Meeting Minutes from July 21, 2014. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes from July 21, 2014.

Chairman Cruickshank presented the H. Sydney Duncome ballot but stepped out because he is a nominee for the award. Commissioner Willey made a motion to have the Clerk submit the H. Sydney Duncombe Ballot with the signature of the Commissioners voting for Gordon Cruickshank. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have the Clerk submit the H. Sydney Duncombe Ballot with a vote for Gordon Cruickshank for the award to the Idaho Association of Counties.

Chairman Cruickshank advised that the Commissioners would be going into closed session for Indigent/Charity at 10:38 a.m.

Chairman Cruickshank brought the Commissioners out of Indigent/Charity at 10:55 a.m.

Decision after Indigent/Charity:

- 14-NB094 Amended Determination of Approval
- 14-RL056 Request for Approval
- 15-SW061 Order of Suspension
- 15-MG078-3 Request for Denial
- 15-BH094 Request for Denial
- 15-DG071 Request for Denial
- 15-SW061 Request for County Indigent Lien/New Application
- 15-DG071 Request for County Indigent Lien/New Application

Assignment Sheets for Commissioners Signatures

- 12-PE051
- 12-GW049
- 13-HS055

Planning & Zoning Administrator, Cynda Herrick presented on variance V-1-14 Schunke Setback Variance and V-2-14 Elitharp Setback Variance. She first discussed V-1-14 Schunke Setback Variance. She presented the condition of approval from the Valley County Planning &

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Zoning Commission. Commissioner Willey made a motion to approve variance V-1-14 Schunke Variance to relax the rear yard setback 20' in order to construct a 20' x 30' building over the property line between 10378 Emma Loop and RP12N04E210760 with conditions of approval and accept the Planning and Zoning Commission's Facts and Conclusions as our own. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve V-1-14 Schunke Variance.

Cynda Herrick presented on variance V-2-14 Elitharp Variance. Commissioner Hasbrouck made a motion to approve variance V-2-14 Elitharp Variance to relax the front yard setback approximately 7 1/2' in order to allow an approximately 12 1/2' variance with the conditions of approval and accept the Planning and Zoning Commission's Facts and Conclusions' as our own. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve V-2-14 Elitharp Variance.

Cynda presented the final plat for the Amended White Cloud Phase 2. In attendance was Ralph Miller who is with Secesh Engineering. Ralph explained that there was an issue with the road extending onto private lots. It was explained that this is a correction of an error on the road. Commissioner Willey made a motion to approve the final plat for First Amended White Cloud Phase 2; accept the dedicated public right of way for Thunderbolt Place; and authorize the Chairman to sign the final plat. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed. This approval is made with the understanding that the maintenance on Thunderbolt Place will be at the discretion of the Board of County Commissioners.

Commissioners adjourned for lunch at 11:55 p.m.

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

Chairman Cruickshank opened the Emergency Medical Services Fiscal Year 2015 Budget Workshop. Donnelly Fire Chief, Juan Bonilla presented a request for a 3% increase for the EMS Budget on behalf of the Donnelly Rural Fire, Cascade Rural Fire and McCall Fire. Commissioner Hasbrouck asked about the expenditure for Contingency Operations Fund of \$72,000? Chief Bonilla explained that this expense line is to make sure that there are enough funds for the final quarter. Commissioner Hasbrouck asked about the cost of Ambulance Transfer. Chief Bonilla explained the expense for Ambulance Transfer and explained that the agencies share the responsibility of transfers. Commissioner Hasbrouck asked about the new expense line of Paramedic Program. Chief Bonilla explained the Paramedic Program On/Call program for Donnelly. Chief Billmire provided an overview that the McCall Fire District and EMS program. He explained that the EMS program is a major expense. Commissioner Hasbrouck asked about the ability to get defibrillators? Chief Billmire advised that the McCall Fire Department has applied for a grant to acquire 90 defibrillators. Chief Billmire provided an overview of the amount of calls that have occurred in McCall over the past year. Chief Bonilla explained that all of the Departments are helping each other out during high call volumes. The EMS FY2015 Budget Workshop concluded at 1:50 p.m.

Road Superintendent, Curtis Bennett presented sealed proposals for the VanWyck Bridge installation. Assistant Forest Service Engineer, Mr. Brett Barry was also in attendance. Chairman Cruickshank opened the first sealed bid from Granite Excavation with a total cost of

\$48,116 also included was a bond. The second proposal was from OK Gravel Works which was a total cost of \$46,682.91 also included was a bond. The third proposal was from Kessler Construction which was a total cost \$48,239.05 also included was a bond. Mr. Barry advised that the Forest Service needs some time to review the budget to determine if there are funds available. Chairman Cruickshank advised that a decision would need to be made within 30 days. Commissioner Hasbrouck made a motion to delay the bid award for VanWyck Bridge project until August 4, 2014 at 9:05 a.m. Commissioner Willey asked why there is a delay with making a decision? It was explained that there is a budget for the cost of the installation which needs to be reviewed. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to delay the proposal award decision for the VanWyck Bridge project until August 4, 2014.

Curtis presented the VanWyck Bridge Extension Agreement for the Commissioners to review. Commissioner Hasbrouck made a motion to accept the modification of the VanWyck Bridge for an extension. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the modification of the VanWyck Bridge Agreement for an extension.

Curtis discussed the issue of dust abatement on County roads. Curtis presented a solution to create a permit which allows the Road Department to track the locations of where dust abatement is being applied. Curtis also suggested that the permit would also require signage for the dust abatement areas. Curtis explained that the permit requirement would be free. Chairman Cruickshank requested that Curtis complete a draft permit requirement and submit to the Commissioners to review.

Curtis advised that the City of Cascade has contacted him to do some Rip Rap assistance at the Cascade Golf Course. Curtis advised that the county has extra concrete at Gold Dust that could be used. The City of Cascade would be responsible for hauling the concrete. The Commissioners advised that if there is extra material it could be utilized for the Cascade Golf Course rip rap project.

Curtis presented a Quitclaim Deed for Mill St. from Cloverdale Nursery. Commissioner Willey made a motion to sign the Mill St Cloverdale Nursery Quitclaim Deed. Commissioner Hasbrouck seconded. No further discussion, all in favor. Motion passed to sign the Mill Street Cloverdale Nursery Quitclaim Deed.

Curtis advised that a Fish & Game Officer had an accident on Warm Lake Highway on the South Fork Bridge next to the South Fork Campsite. Curtis advised that he would be pursuing with a Tort Claim through ICRMP.

Curtis presented a source of revenue spreadsheet for the Commissioners to review for the Road & Bridge Department since Fiscal Year 2005 to the Fiscal Year 2015 projected amount. He also provided a pamphlet for the Commissioners to review for the general public and a survey that he would like the general public to complete. Chairman Cruickshank advised that the Commissioners would review and edit accordingly.

Solid Waste/Facilities Manager, Ralph McKenzie reported that he has not received the contract back from Digline and the agreement is not ready to present to the Commissioners. Ralph

presented a job description for the WICAP Handyman position. Ralph explained that he spoke with Mary Heinrich of WICAP and she provided him with some of the duties of the WICAP Handyman position. It was explained to him that anyone could request the services of the WICAP Handyman. The Commissioners advised that this needs to be discussed with the Administrator of WICAP. Commissioner Willey will be attending the next WICAP meeting on July 31, 2014 and will discuss with the Board Members.

Public Defender, Scott Erikson presented to the Commissioners that the Public Defense Reform Committee has met one time on July 22, 2014. Scott advised that he did have a conversation with one of the committee members who explained to him that there is a lot of research that needs to be done. It was explained that the earliest that legislation could take this up would be in 2016. Scott presented a recommendation to keep the public defender contract as it is. He reported that there have not been any complaints regarding the type of service he provided to the county and the indigent population. Scott advised that he would like to have another attorney assist him with the public defender caseload. Mr. Jay Kiiha advised that the contract with Mr. Erikson could be extended for another year. Commissioner Hasbrouck asked who qualified for Public Defender services? Scott provided an overview of the guidelines to qualify for services. Scott advised that he would present a contract with a budget request for the Commissioners to review.

Commissioners adjourned the meeting at 3:40 p.m.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk