

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
October 24, 2016**

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

Meeting called to order by Chairman Cruickshank at 9:02 a.m.

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for October 24, 2016. Commissioner Hasbrouck made a motion to approve the Commissioner's Agenda for October 24, 2016. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's Agenda for October 24, 2016.

Senior Deputy Clerk, Katie Bomberger presented the Commissioners with Claims, Board Order Claims and Junior College Applications.

General Fund	\$88,381.75
Road & Bridge	\$190,030.08
District Court	\$3,406.65
Indigent and Charity	\$4,210.04
Junior College Tuition	\$2,250.00
Revaluation	\$443.37
Solid Waste	\$1,201.42
Tort	\$265.00
Weeds	\$340.26

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Waterways	\$404.76
McCall Donnelly Snowmobile	\$584.72
Cascade-Warm Lake Snowmobile	\$88.56
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Total:	\$291,606.61

Commissioner Hasbrouck made a motion to approve the Claims and Junior College Applications for Benjamin Knudson, Anna Mary Waite, Cameron Lewis and Kyle Sellers. Chairman Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims and Junior College Applications for Benjamin Knudson, Anna Mary Waite, Cameron Lewis and Kyle Sellers.

Clerk, Douglas Miller provided an update to the Commissioners regarding the Clerk's Office and Building & Grounds Department.

Assessor, June Fullmer presented to the Commissioners that the office was still attempting to hire for the open Appraiser positions. She informed the Commissioners that they had received six applications for the position. She also reported that attempting to hire for the opening at the Department of Motor Vehicle position in McCall. June presented value Cancellation #4, RP18N03E187371 and provided an explanation related to the request to cancel the value. Commissioner Hasbrouck made a motion to cancel the value for RP18N03E187371 for 2011 through 2016. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to cancel the value for RP18N03E187371 for 2011 through 2016. It was explained that Planning & Zoning Administrator, Cynda Herrick would need to deed the road back to the general public.

Sheriff, Patti Bolen presented on updates related to the Sheriff's Office.

Treasurer, Glenna Young provided an overview of the tax deed process and explained that the Commissioners needed to sign on the tax deeds for the properties that were sold at auction. Commissioner Hasbrouck made a motion to have the Chairman sign the tax deed deeds. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to have the Chairman sign the tax deed deeds. She informed the Commissioners that the Treasurer's Department would be preparing the notices for the notification of excess funds to present to the owners of record. She also indicated that her office was preparing the 2016 tax drive. Glenna reported on the properties that would be going to a tax deed hearing on December 5, 2016.

Solid Waste Manager, Cindy Forgy reported to the Commissioners about matters involving the Solid Waste Site and repairs that had been made. She reported that Idaho Fish and Game would be setting up a check point at the Warm Lake Transfer Site. She reported that the bailer had been repaired. She indicated that the Eco Blocks had been moved to Lake Fork. She further reported that she was still working with Lake Shore related to reimbursements that need to be made for recycling products. Cindy reported that Josh with Central District Health had conducted a site visit and she reported that there are modifications that need to be made to the used oil container. She also reported that the oil container needed to be pumped. She indicated

that she had received one application for the part-time position at the Solid Waste Transfer Site.

Anne Guarino with the Building Department reported that the office was still receiving building plans for residential dwellings. She reported that she attended Idaho Association of Counties Builders conference last week and provided an update related to the conference. She gave an update of discussions that were taking place regarding tiny homes and park model homes. She explained that these homes currently do not meet Valley County building codes. She presented difficulties related to inspecting these types of structures.

Court Services Director, Skip Clapp reminded the Commissioners that he would be attending training at the Annual Juvenile Justice Symposium. He provided an update on the openings at the Juvenile Detention Center and the new hires that had been made. He also provided an overview of the case load of the probation department. He reported that there are no residents at the Juvenile Detention Center but he anticipated that they would be receiving juveniles from Gem County. He discussed that the juvenile detention center was a need of a male employee and he was discussing with the Prosecuting Attorney to determine if he could hire specifically for a male position based on the current need of the facility.

University of Idaho Extension Educator, Melissa Hamilton provided an overview of events that she had been involved with. She reported on the Breaking the Barriers conference that she attended. She met with graduate student and college professors for the greenhouse designs and broaden the scope of presentations that could be made locally. It was explained that there was design work being prepared by a graduate student for the Cascade area. She reported that working on a project with Valley County Soil and Water specific to invasive weeds. She discussed the Extension Educators Professional presentation and provided an update of the conferences she had attended. She presented a document related to her third year review. The document provides a clear breakdown of the work that had been completed by Ms. Hamilton. She advised that she has her annual review on October 26, 2016. Melissa reported that Ms. Durena Farr would be taking on another position with Valley County Soil & Water Conservation Department. She reported that she was attempting to hire for the Administrative Assistant position. She advised that the existing office hours would be a challenge to maintain until they fill the vacancy. She reported that she would be communicating with customers how they can best reach her and Alysson Staats through a sign on the door and an updated voice message.

Human Resource Director, Ken Arment provided an overview to the Commissioners related to the openings within Valley County. He informed the Commissioners that the Valley County employees can obtain their flu shots at Rite Aid, Cascade Medical Clinic and Watkins Pharmacy. He reported on advertising that had been done for the existing openings within Valley County. He reported on ICRMP Webinar that would be participating on October 26, 2016.

Planning & Zoning Administrator, Cynda Herrick informed the Commissioners about the Planning & Zoning Commissioners terms that would be up in January 2017. She reported that on November 16, 2016 there would be a multi hazard workshop at the McCall Donnelly High School and in Cascade on November 17, 2016 at American Legion. She explained the topics that would be presented during the workshops. She reported that FEMA would be presenting

the flood plains map. The Commissioners suggested that at the next Planning & Zoning Commission meeting, they would attend to thank them for their service and provide them with a recognition notice.

Recreation Director, Larry Laxson provided an update of meetings that he attended. He reported that he was attempting to hire for the five Snow Groomer positions that are open. He discussed the collaborations amongst the ISSA and back country skiers. He discussed a conversation he had with a member of the Nez Perce Tribe regarding recommended wilderness. Larry presented on an easement conference that he had attended last week. He believed that it was an informative conference. He discussed the possible for gaining easements for perpetuity.

Road & Bridge Superintendent, Jeff McFadden provided an update on maintenance that had been conducted on county roads.

Chairman Cruickshank advised that the Commissioners would be going into a closed session for Indigent and Charity at 10:47 a.m.

Chairman Cruickshank brought the Commissioners out of closed session for Indigent and Charity at 10:51 a.m.

Decision after Indigent and Charity:

17-TW087	Request for County Indigent Lien /New Application
17-CA079-5	Request for County Indigent Lien /New Application

Planning & Zoning Administrator, Cynda Herrick presented the final plat presentation for Clear View Subdivision. Commissioner Hasbrouck made a motion to approve the final plat for Clear view Subdivision. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the final plat for Clear View Subdivision.

Boise National Forest District Ranger, Jake Strohmeier presented to the Commissioners. He provided an overview of matters that occurred on Boise National Forest over the summer. He reported that the snow grooming EA is out for comment. He discussed the French Hazard Creek project and believed that the Boise National Forest could keep the project moving forward. He advised of other projects that had been pushed back because of the Pioneer Fire. He discussed some salvage sales that might occur for the area. Jake informed the Commissioners that the French Hazard Creek project does have a plan moving forward. Jake reported that Idaho Power had been replacing underground lines and have had some difficulties near Snowbank Area. He reported that the rehabilitation work would be conducted by Idaho Power. He advised working on having Idaho Power recontour the road. He presented on the tribal partnership and explained working on NEEPA for Dollar Creek. Jake reported that the Boise National Forest completed small house log sale to IFG and working on getting a logging company to begin operations. He reported that he would be working with Payette Forest on Midas Gold plan of operation. He advised that major realigned on road and new construction. He also would be working on aggregate sources for the area. Jake advised that Midas gold approached him for Landmark area for maintenance purposes he advised conceptually in plan. He advised the looking at getting Rice Creek Road to full size vehicles next summer and

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explained that reviewing options. He presented that there was an area of washout that needed to be repaired. He advised trying to determine if a ford could be built. Jake advised still reviewing the possibility of getting a few of the cabins at Landmark on the rental program but winter management might be difficult. Recreation Director, Larry Laxson advised that it could be a collaborative effort with snow grooming program to maintain the cabins. He discussed the improvements that still need to be made at Ice Hold Campground and would be working with Nez Perce Tribe. He advised that had received an exploration plan from a mining group near Golden Gate Road. Jake reported that there was a special use permits back log that the Forest Service had been working on including cloud seeding, power line permits and transfer station permits. He reported on the 13 fires in Cascade District over the summer with 8 of the fires being human caused. He reported that there were 65 abandoned camp fires reported this year. He presented that there were 2.7 acres of wildland fires within the Cascade District. Mr. Strohmeier concluded the presentation.

Commissioners recessed for lunch at 12:00 p.m.
Commissioners returned from lunch at 1:00 p.m.

Doug Colwell with HD Insurance presented to the Commissioners about upcoming premiums for ICRMP Cost. He reported that there was a slight increase from last year for premiums. He reported that the number of insurance claims have been down for Valley County. Doug reported that ICRMP was stable and there had not been significant claims. He discussed the cyber training that was being presented by ICRMP and wanted to let us know that it should be something that employees review. He provided an overview of work that had been conducted with Valley County. Chairman Cruickshank presented the 2016 Terrorism Coverage option to purchase additional coverage. Commissioner Hasbrouck made a motion to sign the 2016 Terrorism Coverage Rejection Form. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to sign the 2016 Terrorism Coverage Rejection Form. Mr. Colwell concluded his presentation.

Chairman Cruickshank presented the Commissioner Meeting Minutes from October 17, 2016. Commissioner Willey made a motion to approve the Commissioner Meeting Minutes from October 17, 2016. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes from October 17, 2016.

Chairman Cruickshank informed the Commissioners that the Idaho Historical would like to establish a county display and the Idaho Association of Counties would match up to \$25,000 that is contributed. Commissioner Willey made a motion to expend \$500 from the General Fund Reserve as a contribution to the Idaho Historical Society. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to expend \$500 from the General Fund Reserve as a contribution to the Idaho Historical Society. The contribution should be submitted directly to Idaho Association of Counties.

Chairman Cruickshank presented the Merchant Participation Agreement between Tyler Technologies, Idaho Supreme Court and Valley County for the transition to the Odyssey Software. Commissioner Hasbrouck made a motion to approve the Merchant Participation Agreement and authorize the Chairman to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Merchant Participation Agreement and authorize the Chairman to sign.

Chairman Cruickshank began the discussion related to the NACO's County Challenge to end poverty. He advised that NACO was requested Valley County to have programs available to end poverty. He provided an overview of contributions that Valley County has done in the past to assist with the Food Banks. Commissioner Willey made a motion to support NACO's County Challenge to end poverty. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to support NACO's County Challenge to end poverty.

Clerk, Douglas Miller presented Resolution 16-21-Transfer of Funds and provided an explanation of the need for the Resolution. Commissioner Hasbrouck made a motion to approve Resolution 16-21 Transfer of Funds. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 16-21 Transfer of Funds. A copy of the Resolution will be appended to the Commissioner meeting minutes.

Assessor, June Fullmer discussed the need to adjust the ITD Postage fees to \$0.48. She reported that in December 2015 that there was a large invoice that was received from the ITD for Postage. She was requesting a reduction of \$0.48 in mailing fees because ITD would be collecting the postage in the renewal fees. She reported that if Valley County does not reduce the rate, the county would be double charging the general public for postage because ITD would be collecting these fees. Commissioner Willey made a motion to adjust the existing mailing fees of \$4.50 to \$4.02 and the \$3.90 would be adjusted to \$3.42. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to adjust the existing mailing fees of \$4.50 to \$4.02 and the \$3.90 fee would be adjusted to \$3.42.


Stephanie Nelson with Wildfire Preservation Associates presented to the Commissioners and provided an update of projects. She discussed the all hazard plan and believed that the fire working group needed to be involved with the hazard plan. She reported that she had received a request for funds from Cascade Fire Department for the West Mountain project. She advised that looking for funding for evacuation signs. The other fire districts had been working on homeowner address signs and Cascade Fire Department was looking for funding for homeowner address signs. Cascade Fire Department was asking for \$15,000 in funding. It was decided that additional discussions needed to take place but the existing grant could not be expended for the requests. Chairman Cruickshank discussed that with evacuation plans there might also be need to clear the right of ways. He believed the fire working group should take a look at the overall picture. Stephanie reported that the Fire Wise Working Group would still be reviewing all options. She reported on the IDL grants and the areas that are being reviewed. She reported on the grant programs that are available. She advised that the Competitive Resource grant was \$230,000. She advised that she had been working with TIRE. She explained that she also had been in discussion with Chief, Mark Billmire. She reported that still working at Camp Morrison and Bear Basin projects. She advised that she had also been working with landowners with the projects. She discussed the Woody Biomass meeting that was held and provided an overview of the content of meeting. She informed the Commissioners that there was a poll that they were asking individuals to complete. She advised that needed to identify local leaders to see if projects to move forward. She reported on the Fire Wise meeting that would be taking place in the upcoming future. She advised that she had a meeting GIS Analyst, Kate Wilson to begin working on projects.

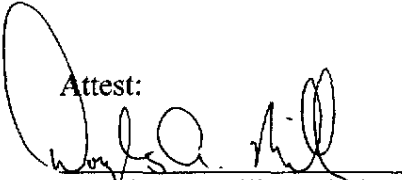
Chairman Cruickshank began the discussion related to the ABC Forest Restoration Summit and the request for funding. Commissioner Hasbrouck made a motion to expend up to \$1,000 out of Economic Development for the Forest Restoration Summit. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to expend up to \$1,000 out of the Economic Development for the Forest Restoration Summit.

Ms. Susan Jenkins with Payette National Forest presented the annual Valley County Snow Grooming Operating Agreement with the Payette National Forest. Commissioner Hasbrouck made a motion to approve the annual Snowing Grooming Operating Agreement with Payette National Forest. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the annual Snowing Grooming Operating Agreement with Payette National Forest.

Commissioner Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioner Willey seconded the motion. No further discussion, all Commissioners voted "aye". Motion passed to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioners went into Executive Session at 2:52 p.m.

Chairman Cruickshank brought the Commissioners out of Executive Session per Idaho Code 74-206 (b)-Personnel at 3:22 p.m. No decision was made after the Executive Session.


Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller, Clerk

Valley County Board of County Commissioners

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, October 24, 2016

PROPOSED AGENDA Note: Any item(s) in need of a motion will be described in the agenda under the appropriate section.

9:00 Call to Order – Pledge of Allegiance – Approve Agenda

9:05 Claims, Board Order Claims & Junior College Tuition- Senior Deputy Clerk Katie Bomberger

9:15 **Elected Official Reports/Discussion**

Assessor – June Fullmer
Value Cancelation #4 -RP18N03E187371
Clerk – Doug Miller
Prosecutor- Carol Brockmann
Sheriff – Patti Bolen
Treasurer – Glenna Young
Approval and Signing of Tax Deeds

Department Head Reports - 5 Minutes each

Solid Waste- Cindy Forgy
WICAP
Building Department – Anne Guarino
Court Services – Skip Clapp
Extension Office- Melissa Hamilton
Human Resources/Risk Management – Ken Arment
Information Technology – David Crawford
Planning and Zoning-Cynda Herrick
P&Z Commissioner Appointments
Parks and Recreation- Larry Laxson

10:30 Indigent and Charity

11:00 Final Plat- Cynda Herrick
Clear View Subdivision

- 11:30 Boise National Forest- District Ranger- Jake Strohmeyer
- 12:00 Recess for Lunch
- 1:00 HD Insurance Presentation-Doug Colwell
2016 Terrorism Coverage Rejection Form
- 1:30 Commissioner Discussion (Correspondence)
Meeting Minutes of October 17, 2016
Supporting the Idaho Historical funding for counties
Merchant Participation Agreement
NACo's County Challenge to end Poverty
Resolution 16-21 Transfer of Funds
- 1:50 Adjust ITD Postage Fees \$0.48- Assessor June Fullmer
- 2:00 Wildfire Presentation Associates Presentation-Stephanie Nelson
- 2:30 ABC Forest Restoration Summit- Funding Request- Chairman Cruickshank
- 2:45 Annual Snow Grooming Agreement -Payette National Forest- Susan Jenkins
- 3:00 Executive Session per Idaho Code 74-206 (b)-Personnel

COMMISSIONER'S FUTURE MEETING DATE
October 31, 2016