

Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street
Cascade, Idaho 83611-1350



Phone (208) 382-7100
Facsimile (208) 382-7107

GORDON L. CRUICKSHANK
Chairman of the Board
gcruickshank@co.valley.id.us

BILL WILLEY
Commissioner
bwilley@co.valley.id.us

ELTING G. HASBROUCK
Commissioner
ehasbrouck@co.valley.id.us

DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
August 28, 2017**

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

Meeting called to order by Chairman Cruickshank at 9:00 a.m.

Commissioner, Bill Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner's Agenda for August 28, 2017. Commissioner Willey made a motion to approve the agenda for August 28, 2017. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agenda for August 28, 2017.

Commissioner Willey made a motion to amend the agenda to have a discussion related to the Human Resource Officer salary at the end of the day. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to amend the agenda to have a discussion related to the Human Resource Officer salary discussion.

Clerk, Douglas Miller presented the Commissioners with Claims, Board Order Claims and Junior College Application.

General Fund	\$75,330.51
Road & Bridge	\$56,280.99
District Court	\$6,434.85
Indigent & Charity	\$1,071.40
Revaluation	\$1,403.78

Board of County Commissioners Meeting
August 28, 2017
Page 1

Solid Waste	\$147,762.12
Weeds	\$579.82
Pest Control	\$35.82
Waterways	\$4,834.46
McCall Donnelly Snowmobile	\$208.10
Cascade-W Lake Snowmobile	\$30.52

Board Order	PILT Trust	\$51,903.60
	Title III	\$300.00

Total:	\$432,425.10
--------	--------------

Commissioner Hasbrouck made a motion to approve the Claims, Board Order Claims and Junior College Application has presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Claims and Board Order Claims and Junior College Application for Ms. Kelley Bateman.

Assessor, June Fullmer reported to the commissioners and advised that the appraisers were conducting reappraisals. She advised that she would be attending the Assessor's Conference in McCall, Idaho from August 29th through August 30th. June reported that she would be out of office for an extended period of time starting September 8, 2017, but advised that she made sure that her office would be covered during her time away.

Clerk, Douglas Miller presented to the commissioners and provided an update related to the shut off of the water to the north end of the courthouse.

Prosecuting Attorney, Carol Brockmann informed the commissioners that the Prosecuting Attorney's Office was currently using the time clock and reported that the time clock would be expanded to more departments in the future. She advised that she had created a vehicle use log for the use of motor pool vehicles and explained the process to complete the vehicle use log. She provided an overview of the personnel policy related to use of county vehicles and advised that Elected Officials and Department Heads would be making sure that employees reviewed and signed an acknowledgement notice. Carol advised that there had been interviews conducted for the Human Resource Director position and believed that the commissioners needed to make a decision regarding the applicants. Carol began a discussion with the commissioners about not having a policy regarding employees bringing animals into the county building. She believed that the commissioners needed to address the matter in the personnel manual.

Sherriff, Patti Bolen presented to the commissioners about law enforcement calls over the Eclipse Event. She advised that the jail would be hiring a Detention Deputy within the next few

weeks. She also provided an overview of the commute from Valley County to Boise during the Eclipse Event. She advised that she heard it did take up to four hours for the commute.

Treasurer, Glenna Young informed the commissioners that she would be present during the tax deed auction that are scheduled for the afternoon and provided a brief update regarding the properties. There was a discussion related to the property located on National Forest.

Building Official, Anne Guarino reported on new building permit applications that were received and reported that the building department had currently received 181 building permits for 2017. She informed the commissioners about inspections that were conducted by Annette Derrick. Anne informed the commissioners that Annette would be out of the office for two weeks.

Court Service Director, Skip Clapp provided an overview of the Gone Fishing with the Judge event that occurred on August 25, 2017. He reported that there were 19 kids who attended the event. He thanked all of the volunteers and the businesses that made a donation for the event. Skip advised that there would be defensive tactics training for the probation officers on September 5, 2017. Skip reported that Idaho P.O.S.T Academy would be conducting an audit of the department regarding required training. He reported on the annual first responder golf event that was set to occur on September 22, 2017. Skip discussed new procedures for collecting payments at the McCall Annex and provided an overview of the process. Commissioner Hasbrouck asked about the training requirements for the probation department. Skip explained the requirements for training and advised that the department was currently in compliance.

University of Idaho Educator, Melissa Hamilton asked Alysson Statz to provide an overview of the Valley County Fair. Alysson presented to the commissioners and reported that the 2017 Valley County Fair was a success. She presented on the sale of the 4H animals and reported on the revenue that had been collected. Commissioner Hasbrouck asked if all the funds had been collected after the sale. Alysson described the billing process to the commissioners. She reported that 88 kids finished their 4H projects and advised that there would be an acknowledgement night on September 18th, 2017 at the Donnelly Bible Church. Alysson described her job responsibilities through the winter and advised of the extension responsibilities. Chairman Cruickshank commented on the information that was published in the Star News about the 4H Program. Alysson informed the commissioners that this was her 10th year that she had been involved with the Valley County Fair. Melissa advised that she had been working on fall projects and provided an update of the programs that she would be involved with or starting. She provided dates and times for meetings that she would be attending during the fall of 2017.

IT Director, David Crawford reported that the Network Analyst position had been offered and accepted and he was hoping that the individual could start after September 20, 2017. David informed the commissioners that he would be out of the office from September 6, 2017 through September 20, 2017. He reported on work that was being conducted by the GIS Analyst, Kara Utter.

Planning & Zoning Administrator, Cynda Herrick discussed matters involving the Planning & Zoning Department. She advised of new plat applications that had been received and reported on meetings that she would be attending.

Recreation Director, Larry Laxson discussed recreation maps that would be available for distribution in the upcoming weeks. He reported that he had been working on recreation maps with GIS Analyst, Kara Utter. He advised the commissioners about meetings that he had attended over the past two weeks. He also reported on the individuals who utilized the Wellington Campground during the Eclipse Event and advised that there was \$1,200 in donations collected which he was hoping to use for landscaping cost. Larry reported on a RTP Grant that he would be applying for a bridge. Larry advised that he would be on vacation starting September 8, 2017.

Road Superintendent, Jeff McFadden informed the commissioners that he purchased GPS communication devices for the back country and advised that he needed to enter into a yearly agreement with the company. Chairman Cruickshank asked that Jeff work with IT Director, David Crawford to get the matter on the agenda. Jeff asked about Forest Service easements on West Mountain Road. He advised that the Forest Service was reporting that it was 50" easements but that would not be enough room for snow removal. Jeff reported on paving that had been occurring in the back country but advised that the paver broke down and the mechanic was attempting to repair. He reported that the replacement of East Lake Fork Bridge had started. Chairman Cruickshank advised that he had received information that there are culverts that are plugged near Government Creek. Jeff reported that he had a crew that would respond to the area.

Chairman Cruickshank advised that the commissioners would be going into closed hearing for Indigent & Charity at 10:40 a.m.

Chairman Cruickshank brought the commissioners out of Indigent & Charity at 10:47 a.m.

Decision after Indigent & Charity

18-JC084 Request for Approval

18-DP 071-2 Request for County Indigent Lien/New Application

18-CD080 Tentative Request for Final Determination of Denial

Chairman Cruickshank presented the commissioner meeting minutes from August 14, 2017 and August 22, 2017. Commissioner Hasbrouck made a motion to approve the meeting minutes from August 14, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from August 14, 2017.

Commissioner Willey made a motion to approve the commissioner meeting minutes from August 22, 2017. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from August 22, 2017.

Chairman Cruickshank presented the letter of support for a Rural Health Community Access Program grant for the Cascade Medical Center. Commissioner Hasbrouck made a motion to authorize the Chairman to sign the letter of support for a Rural Health Community Access Program for the Cascade Medical Center. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to authorize the Chairman to sign the letter of support for a Rural Health Community Access Program for the Cascade Medical Center.

Ms. Brianne McCoy with the Public Defense Commission presented to the commissioners. She provided a brief overview of her background and explained the responsibilities of the Public Defense Commission. She asked how the Public Defense Commission could continue to assist Valley County. She discussed the extraordinary litigation fund that could be available through the Public Defense Commission for unusual cases. She advised that there are continue education credits that would be offered through the Public Defense Commission. She discussed the standards that would be required through the Public Defense Commission and she provided an overview of the required standards. She discussed the standards that would be required in March of 2019. She discussed the oversight standards and enforcement by the Public Defense Commission and potential penalties that would occur if a county was not in compliance. She reported that there would be more hearings regarding the implementation of the standards in October of 2017 and during the time anyone would have the ability to present concerns. Ms. McCoy concluded her presentation to the commissioners.

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

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

Chairman Cruickshank opened the Public Hearing for the Valley County Fiscal Year 2018 Budget at 1:07 p.m.

Clerk, Douglas Miller provided a staff report to the Valley County Board of Commissioners.

Chairman Cruickshank closed the Public Hearing for the Valley County Fiscal Year 2018 budget at 1:30 p.m.

Chairman Cruickshank opened the Public Hearing for the Valley County EMS Fiscal Year 2018 at 1:31 p.m.

Chairman Cruickshank was reminded that the commissioners needed to recess as the Valley County Board of Commissioners and convene as the Valley County EMS Board. Chairman Cruickshank opened the Public hearing for the Valley County EMS District at 1:37 p.m.

Clerk, Douglas Miller provided a staff report to the Valley County EMS Board.

Chairman Cruickshank closed the Public Hearing for the Valley County EMS District at 2:00 p.m.

Chairman Cruickshank advised that the commissioners were still presiding as the Valley County EMS Board to hear the next presentation.

Chief Mark Billmire from the McCall Fire Department presented to the Valley County EMS Board and explained that the fire department had applied for a grant for a new ambulance and was awarded funding but it was not an amount that would provide full funding for a new ambulance. He provided a handout which provided a breakdown of the existing fleet of ambulances at the McCall Fire Department and a breakdown of funding that was received from the State EMS Grant. He explained that there was shortfall between \$20,000 and \$40,000 and was asking \$25,000 from the Valley County EMS account. Chairman Cruickshank asked to hear from the other fire departments. Chief Steven Hull with the Cascade Fire Department provided his opinion to the EMS Board and wanted to make sure that the other departments were in a rotation to replace ambulances. Chief Juan Bonilla of the Donnelly Fire Department provided his opinion regarding the request. He advised that Donnelly Fire Department was in support of the Valley County EMS Board making a contribution of \$25,000 to McCall Fire Department. Chairman Cruickshank wanted to remind the departments that they have to be aware that if the district does not collect all of the taxes there might be a shortfall with the annual payments provided to the fire districts. Commissioner Hasbrouck made a motion to provide \$25,000 to the McCall Fire Department out of the EMS Account to assist with the purchase of a new ambulance. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to provide \$25,000 to the McCall Fire Department out of the EMS Account to assist with the purchase of a new ambulance.

Chairman Cruickshank advised that the commissioners would be adjourning as the Valley County EMS Board and reconvening as the Valley County Board of Commissioners at 2:19 p.m.

Chairman Cruickshank opened the Public Hearing at 2:30 p.m. for the Vacation/Dedication/Acceptance of Portions of Kelly's Parkway.

Chairman Cruickshank asked for a staff report from Planning & Zoning Administrator, Cynda Herrick.

Planning & Zoning Administrator, Cynda Herrick provided a staff report to the commissioners.

Mr. Steve Milleman representing friends of Kelly's White Water Park acting as the applicant presented to the commissioners regarding the matter.

Chairman Cruickshank asked if anyone wanted to testify as a proponent. The record should reflect that there was no one who testified as a proponent.

Chairman Cruickshank asked if anyone wanted to testify as undecided. The record should reflect that there was no one who testified as an undecided individual.

Chairman Cruickshank asked if anyone wanted to testify as an opponent. The record should reflect that there was no one who testified as an opponent.

Chairman Cruickshank closed the public hearing at 2:37 p.m.

Commissioner Hasbrouck moved to effect the following: accept the property in the quitclaim deed as presented by the Petitioner and validate the new property as public road right-of-way

Board of County Commissioners Meeting

August 28, 2017

Page 6

for ingress/egress and/or utilities; vacate/abandon portions of the existing road right-of-way as validated in Kelly's Parkway-Road Validation, Instrument #387758, and authorize the Chairman to sign the deeds; and, approve the current Kelly's Parkway-Road Vacation/Validation "Relocation of the Road Right-of-Way" document as presented and shown on the attached record of Survey prepared by Forsgren Associates Inc. and signed June 22, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to accept the property in the quitclaim deed as presented by the Petitioner and validate the new property as public road right-of-way for ingress/egress and/or utilities; vacate/abandon portions of the existing road right-of-way as validated in Kelly's Parkway-Road Validation, Instrument #387758, and authorize the Chairman to sign the deeds; and, approve the current Kelly's Parkway-Road Vacation/Validation "Relocation of the Road Right-of-Way" document as presented and shown on the attached record of Survey prepared by Forsgren Associates Inc. and signed June 22, 2017.

Chairman Cruickshank opened the Tax Deed Auction at 3:00 p.m. He explained that rules for the auction and advised that the minimum bid would be the taxes that are owed. Chairman Cruickshank presented the first parcel # LR13N09E320005 which did belong to Garden Valley Cattleman's Association. He advised that this parcel is on Forest Service Land and advised that there had been a letter submitted to the commissioners from the Forest Service. Chairman Cruickshank read the letter to those in the audience. Chairman Cruickshank opened the bid at \$2,022.55. The record should reflect that no one made a bid for the property.

Chairman Cruickshank presented Parcel #RPM00000085743 which did belong to Mr. Roland Hamell. Chairman Cruickshank opened the bid at \$997.78. The record should reflect that no one made bid for the property.

Chairman Cruickshank presented Parcel #RP10N02E153155 which did belong to Mr. Vernon McKenzie. Chairman Cruickshank opened the bid at \$1,447.25. The final bid was for \$19,000 to Mr. Randolph Deavers.


Chairman Cruickshank presented Parcel #RPM00000177975 which did belong to The Reserve on Payette River, LLC. Chairman Cruickshank opened the bid at \$2,635.67. The final bid was for \$3,000 to Mr. Cory Walker.

Chairman Cruickshank concluded the Tax Deed Auction and advised that the properties that were not sold would be discussed with the commissioners and a decision would be made at a later date.

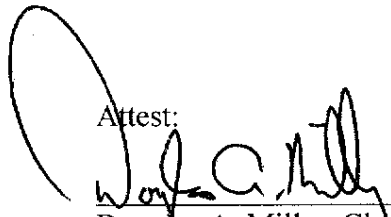
Chairman Cruickshank began the discussion related to the hiring of an HR Director. Chairman Cruickshank explained that after the interview of prospective applicants, it was determined by the hiring committee to offer the position to Ms. Pat Duncan. The discussion continued regarding the salary of the position. Chairman Cruickshank advised that the request was for \$35 per hour. Commissioner Hasbrouck made a motion to provide a conditional offer to Ms. Pat Duncan with an hourly rate of \$35.00 per hour on a part time basis. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to provide a conditional offer to Ms. Pat Duncan for the Human Resource Officer with an hourly rate of \$35.00 per hour on a part time basis.

Chairman Cruickshank began the discussion related to Parcel #RP00563080320 owned by Mr. TJ Brown. Chairman Cruickshank provided a back ground regarding the parcel and the presentation by Mr. TJ Brown. Mr. Brown believed that the taxes were being paid through his mortgage. Mr. Brown did pay the back taxes but he was requesting that the late fees and interest be waved. Treasurer, Glenna Young presented to the commissioners regarding the matter. She advised that the amount Mr. Brown requested to be waved was \$816.19. Commissioner Willey made a motion to waive the interest and late fees for Parcel #RP00564080320 due to extenuating circumstances. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to waive the interest and late fees for taxes on Parcel #RP00564080320 due to extenuating circumstances.

Commissioners adjourned the meeting at 4:00 p.m.



Gordon Cruickshank, Chairman

Attest:


Douglas A. Miller, Clerk

Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street
Cascade, Idaho 83611-1350



Phone (208) 382-7100
Facsimile (208) 382-7107

GORDON L. CRUICKSHANK
Chairman of the Board
geruickshank@co.valley.id.us

BILL WILLEY
Commissioner
bwilley@co.valley.id.us

ELTING G. HASBROUCK
Commissioner
ehasbrouck@co.valley.id.us

VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, August 28, 2017

DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

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, Christina Shaffer
- 9:10 **Elected Official Reports/Discussion**
Assessor – June Fullmer
Clerk – Doug Miller
Eclipse Discussion
Prosecutor – Carol Brockmann
Sheriff – Patti Bolen
Treasurer – Glenna Young

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 –
Information Technology – David Crawford
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson
Road & Bridge- Jeff McFadden

- 10:30 Indigent and Charity
- 11:00 Commissioner Discussion (Correspondence)
Commissioner Meeting Minutes of August 14, 2017 and August 22, 2017
Letter Of Support For A Rural Health Community Access Program Grant For The Cascade Medical Center

11:30 Public Defense Commission Presentation- Brianne McCoy

12:00 Adjourn for Lunch

1:00 Public Hearing-Valley County Fiscal Year 2018 Budget

1:30 Public Hearing-Valley County EMS Fiscal Year 2018 Budget

2:00 McCall Fire Department Request for Funding from EMS Account for Ambulance
Discussion/Decision-Chief Mark Billmire

2:30 Vacation/Dedication/Acceptance of Portions of Kelly's Parkway-Public Hearing

3:00 Tax Deed Auction

4:30 TJ Brown parcel #RP005630180320- Glenna Young

4:45 HR Salary Discussion

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday, September 5, 2017