

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
October 23, 2017**

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

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

Commissioner Willey led the Pledge of Allegiance.

Chairman Cruickshank presented the Commissioner Agenda for October 23, 2017. Commissioner Hasbrouck made a motion to approve the agenda as presented. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner's Agenda for October 23, 2017.

Senior Deputy Clerk, Christina Shaffer presented the Commissioners with Fiscal Year 2017 Claims, Fiscal Year 2018 Claims, Board Order Claims and Junior College Applications.

Fiscal Year 2017 Claims

General Fund	\$14,270.64
Road & Bridge	\$99,407.03
District Court	\$1,970.50

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Junior College	\$1,650.00
Revaluation	\$573.28
Solid Waste	\$54,746.35
Tort	\$114.00
Weeds	\$895.38
Pest Control	\$173.59
Waterways	\$431.11
Clerk's Trust (CAT Reimbursement)	\$2,060.94

Board Order	Title III Trust	\$3,227.15
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Total:	\$178,519.97
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Fiscal Year 2018 Claims

General	\$60,336.88
Road & Bridge	\$18,796.06
District Court	\$315.25
Election Consolidation	\$473.50
Indigent & Charity	\$11,420.00
Revaluation	\$35.26
Solid Waste	\$122,329.52

Total:	\$213,696.47
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Commissioner Hasbrouck made a motion to approve the Fiscal Year Claims for 2017, Fiscal Year Claims for 2018, Board Order Claims and Junior College Applications. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Fiscal Year Claims for 2017, Fiscal Year Claims for 2018, Board Order Claims and Junior College Applications for Mr. Jakob Alt and Mr. Walden Ruemmele.

Assessor, June Fullmer informed the commissioners that the appraisers finished the occupancy and reported that there were 130 occupancies going on the roll. She reported that at the end of September 2017 there were 170 building permits issued in McCall. She reported that there were 231 building permits in Valley County and 80 were for residential homes. She advised that there were 30 building permits issued in Cascade. She reported that there were 194 bare land sales and 245 improved sales that had been reported to the Assessor's Office. She advised that the appraisers would be working on reappraisals.

Clerk, Douglas Miller reported to the commissioners about the transition to the Odyssey Computer Program in the Court Clerk's Office. He advised that the auditors were continuing to work on closing of the Fiscal Year 2017 Budget. He informed the commissioners that he would

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be conducting interviews with Human Resource Director, Pat Duncan on October 24, 2017, for the Deputy Recorder position.

Prosecuting Attorney, Carol Brockmann informed the commissioners that she would be conducting a safety audit at the Road Department. She advised the commissioners that she would also be working on an inventory list of all items that are at the Road Department. She reported on criminal cases that the Prosecuting Attorney's Office had been handling. Carol informed the commissioners about the pending Aggravated Battery case that had been pending. She reported that the evidence audit and been completed at the Cascade Police Department and provided an update of the evidence that was retained. Carol discussed the issues with the Odyssey program for the Prosecuting Attorney's Office and explained that they are working directly with the Idaho Supreme Court to resolve any issues.

Sheriff, Patti Bolen discussed the evidence retained from the Cascade Police Department and reported on the firearms that had been seized. She reported that there were 17 firearms that were received from the Cascade Police Department. Sheriff Bolen provided an overview of the new employees working for the Sheriff's Office. She informed the commissioners about the certification that had been received by Dispatch Sergeant, Kelli Copperi.

Treasurer, Glenna Young advised the commissioners that the Treasurer's Office would begin putting the taxes on after the Idaho State Tax Commission certified the levies for Tax Year 2017. She provided the commissioners with a timeline of the tax drive. She reported that the Treasurer's Office was also working on the year end matters for Fiscal Year 2017.

Coroner, Scott Carver presented to the commissioners and provided them with an update with the amount of calls he has had to respond to since being appointed. He advised that he had responded to 20 calls since May of 2017. He informed the commissioners that there were seven autopsies performed. He reported on the ISACC Corner meeting and the training that he received. Mr. Carver advised that the State Liaison has asked him to review possible policy changes and statute changes. He reported that he had posted the Deputy Coroner position and would be attempting to fill the position in the upcoming months. He reported on equipment that had been purchased from the Cascade Fire Department to assist with the Coroner's Office.

Solid Waste Supervisor, Cindy Forgy informed the commissioners that there was a bear at the Solid Waste Transfer Site. She reported that there was damage done by a bear at the Warm Lake Transfer Site too.

Beth Ritch with WICAP was present before the commissioners to ask for permission to use the McCall Annex for food distribution. The commissioners asked if she had approached the Central District Health Office. Beth informed the commissioners that she had not but would make contact with the Central District Health Office to see if that could be the primary location for food distribution for WICAP.

Building Official, Anne Guarino presented to the commissioners and advised that there were 239 building permits issued in 2017. She advised that the State of Idaho had adopted new building codes and provided a brief overview of the changes. She reported that the State of Idaho did not adopt the 2015 Residential Building Codes and Building Officials would be using 2012 Residential Building Code Manual.

Director of Court Services, Skip Clapp presented to the commissioners and provided them with an overview of the Court Services Office. The commissioners informed Skip that WICAP could use the conference room for food distribution if Beth was unable to find an alternative location. Skip reported that he would be attending the Idaho P.O.S.T. Council meetings in Boise, Idaho, on a quarterly basis.

Melissa Hamilton, University of Idaho Educator introduced Ms. Joyce Greenwood and provided an overview of the responsibilities of Ms. Greenwood. Ms. Greenwood introduced herself and presented her background to the commissioners. Melissa provided an overview of projects that she was working on and the required reports that she would be completing. She discussed the Federal Reporting that she would be submitting to the University of Idaho. Melissa informed the commissioners about the community garden in New Meadows and reported on the produce that was raised. She reported that she would be passing the project on to another individual for next year. She discussed the pesticide program that would be at the American Legion in McCall, Idaho on October 24, 2017. She informed the commissioners that the Area Sector Analysis was being presented to the City of McCall. She reported that she received grant funds to do training on ripple mapping. Melissa explained the process of ripple mapping and how it is utilized. She reported on an opportunity to do a beef quality insurance program.

Human Resource Director, Pat Duncan presented on matters that she had been working on including recruiting for open positions. She informed the commissioners that she would be at training in Washington D.C. related to Human Resources. She discussed the transition in the Building Department with the retirement of Building Official, Anne Guarino and advised that the position would be posted.

Information Technology Director, David Crawford informed the commissioners that GIS Analyst, Kara Utter and Desk Specialist, Tamara Spragur were attending training related to their fields. David reported on improvements that were being made within the IT Department.

Planning & Zoning Administrator, Cynda Herrick reported on the planning conference that she attended and provided an overview of the conference to the commissioners. Cynda made the commissioners aware of House Bill 216 and how it could potentially affect Valley County. She briefly discussed the potential shooting range that might be developed on endowment lands as well as some recreation opportunities that were being constructed.

Recreation Director, Larry Laxson reported on the meetings that he attended over the past two weeks. He discussed the Land Allocation Committee and informed the commissioners that the committee had hired a facilitator. He explained the role of the facilitator. Larry also discussed the Payette Forest Coalition meetings. He also reported on negotiations he has been having with DF Development about possible easements for snowmobile trails. Larry discussed the possibility of issuing permits to those individuals using Corral Creek which is public access but there was a gate that needs to be closed.

Road Superintendent, Jeff McFadden informed the commissioners that the work at Elk Creek had been completed. He reported on new employees that had been hired and the training that was taking place. Jeff provided an update on the East Lake Fork Bridge and the progress that

had been made. He informed the commissioners that the completion date should be December 22, 2017.

Chairman Cruickshank advised that the commissioners would be going into a closed session for Indigent & Charity at 11:08 a.m.

Chairman Cruickshank brought the commissioners out of Indigent & Charity at 11:16 a.m.

Decision after Indigent & Charity

17-RH083	Request for Approval
17-TH076	Release of Lien
17-LB061	Release of Lien
18-DH074	Request for County Indigent Lien/New Application
18-TP080	Request for County Indigent Lien/New Application
18-OG073	Request for County Indigent Lien/New Application
18-TS077	Request for Denial
18-JP057	Request for Continuance of Hearing
18-LH090	Request for County Indigent Lien/New Application

McCall City Mayor, Jackie Aymon presented to the commissioners and provided an overview of matters involving the City of McCall. She discussed the possibility of having a crossing guard on Memorial Day of 2018. She informed the commissioners about the process to fill the McCall City Manager position. She reported that there were 55 applicants for the position. She advised that they are hoping to fill the position in December of 2017. Ms. Aymon presented on open positions within the city. She presented on the 4th of July celebration in McCall and reported that the communication strategy worked much better than the previous year. She reported on the repaving of Commerce Street and reported that the next street would be Idaho Street. She reported that engineering would be done on 2nd Street with possible construction in 2019. Mayor Aymon reported on the revenue that had been collected from the LOT Tax. She discussed the possible code updates that the city had been working on. She discussed the City of McCall comprehensive plan. Mayor Aymon also discussed the impact of the Conifer Lodge to the neighbors of the lodge. She reported that the City of McCall has signed a five year lease with a company to operate the restaurant at the golf course. She discussed the Senior Center in McCall changing to the Community Center and advised that the building needed major repairs to continue to function. Mayor Aymon briefed the commissioners about the city elections on November 7, 2017.

Chairman Cruickshank presented the Commissioner Meeting Minutes of October 16, 2017. Commissioner Hasbrouck made a motion to approve the Commissioner Meeting Minutes of October 16, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the Commissioner Meeting Minutes of October 16, 2017.

Chairman Cruickshank presented the Pathology Services Agreement between Valley County and Ada County. Commissioner Willey made a motion to approve the Pathology Services Agreement between Valley County and Ada County. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Pathology Services Agreement between Valley County and Ada County.

Chairman Cruickshank presented the Equitable Sharing Agreement and Certification. Clerk, Douglas Miller explained the Equitable Sharing Agreement and Certification to the commissioners and advised the process in order for the Sheriff's Office to receive forfeitures. Commissioner Willey made a motion to approve the Equitable Sharing Agreement & Certification and authorize the Chairman to sign. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Equitable Sharing Agreement & Certification and authorize the Chairman to sign.

Commissioners recessed for lunch at 12:10 p.m.

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

Susan Jenkins with the Payette National Forest presented the annual Snowmobile Agreement. She explained that there were no changes from last year agreement. Commissioner Hasbrouck wanted to know when the brushing could start. Ms. Jenkins explained when the brushing could start and where it could begin. She advised that it was clearly explained in the agreement. Commissioner Hasbrouck made a motion to approve the annual Snowmobile Agreement with the Payette National Forest and authorize the Chairman to sign. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to approve the annual Snowmobile Agreement with the Payette National Forest and authorize the Chairman to sign.

Commissioner Willey made a motion to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioner Hasbrouck seconded the motion. By roll call vote all commissioners voted "aye". No further discussion, all in favor. Motion passed to go into Executive Session per Idaho Code 74-206 (b)-Personnel at 1:09 p.m.

Chairman Cruickshank brought the commissioners out of Executive Session per Idaho Code 74-206 (b)-Personnel at 2:16 p.m.

Commissioner Hasbrouck made a motion to close the Lake Fork Office for the Solid Waste Manger, Cindy Forgy and move the permanent office back to the Solid Waste Transfer Site. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to close the Lake Fork Office for Solid Waste Manger, Cindy Forgy and move the permanent office back to the Solid Waste Transfer Site.

Prosecuting Attorney, Carol Brockmann presented on the proposed amended vehicle use policy to the commissioners. Human Resource Director, Pat Duncan explained to the commissioners

that her concerns are that individuals who are assigned a vehicle should be taxed for using the vehicles to commute back and forth from work. Carol recommended that if there are employees who start work from home and leaving from their home to be on duty the commissioners should consider allowing those individuals to have a vehicle assigned to them. Valley County tax payers should not be paying for individuals to commute to and from work. Carol presented on employees who start work from their home immediately including Deputy Sheriffs, Recreation Director and Road Department Employees. The commissioners would like Prosecuting Attorney, Carol Brockmann to prepare an amended policy and present to the commissioners next week.

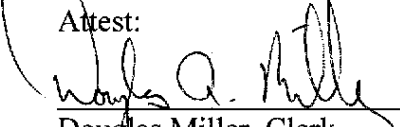
Building Official, Anne Guarino presented Resolution 18-01 Charging Fees for Solid Fuel Burning Factory Insert Inspections. She explained the new requirement for the local jurisdiction to inspect the inserts which she believed should be an additional cost. She explained that the Building Office would be able to conduct the inspections. Commissioner Willey made a motion to approve Resolution 18-1 Charging Fees for Solid Fuel Burning Factory Insert Inspections. Commissioner Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 18-01 Charging Fees for Solid Fuel Burning Factory Insert Inspection of \$65.

Road Superintendent, Jeff McFadden began the Patrol Vehicle Bid Presentation. Jeff advised that there was only one bid received from Bob Bate Ford. Chairman Cruickshank opened the bid from Bob Bate Ford and read the specifications. Commissioner Hasbrouck made a motion to postpone awarding the bid until October 30, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to postpone awarding of the Patrol Vehicle Bid until October 30, 2017.

Commissioner Willey made a motion to go into Executive Session per Idaho Code 74-206 (b)-Personnel. Commissioner Hasbrouck seconded the motion. Commissioners voted with a roll call vote "aye" to go into Executive Session. No further discussion, all in favor. Commissioners went into Executive Session per Idaho Code 74-206 (b)-Personnel at 3:36 p.m.

Chairman Cruickshank brought the commissioners out of Executive Session per Idaho Code 74-206 (b)-Personnel at 4:25 p.m. The commissioners noted that although they do not believe that the decision to terminate Mr. Kenneth Arment needed to be made by vote of the commissioners in open session, out of an abundance of caution Commissioner Hasbrouck made a motion to ratify the termination of Mr. Ken Arment's employment retroactive to May 18, 2017 for the reasons stated in the notice provided to Mr. Arment on that May 18, 2017. Commissioner Willey seconded the motion. No further discussion, all in favor. Motion passed to ratify the termination of Mr. Ken Arment's employment retroactive to May 18, 2017 for the reasons stated in the notice provided to Mr. Arment on May 18, 2017.

Commissioners adjourned the meeting at 4:30 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Gordon Cruickshank

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday, October 23, 2017

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

- 10:30 Commissioner Discussion (Correspondence)
Approval of Meeting Minutes from October 16, 2017
Pathology Services Agreement between Valley County and Ada County
Equitable Sharing Agreement and Certification
- 10:45 Indigent and Charity

- 11:15 Presentation by City of McCall Mayor-Jackie Aymon
- 12:00 Recess for Lunch
- 1:00 Sign Annual Snowmobile Agreement – Payette Forest, Susan Jenkins
- 1:15 Executive Session per Idaho Code 74-206 (b)-Personnel
- 2:00 Amended Vehicle Use Policy Presentation-Carol Brockmann
- 2:45 Resolution 18-1 for Charging Fees for Solid Fuel Burning Factory Inserts – Anne Guarino
- 3:00 Patrol Vehicle Bid Presentation Discussion/Decision-Road Department-Jeff McFadden
- 3:30 Executive Session per Idaho Code 74-206 (b)-Personnel

COMMISSIONER'S FUTURE MEETING DATE
Monday, October 30, 2017