

Valley County Board of Commissioners

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

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



ELTING G. HASBROUCK
Chairman of the Board
ehasbrouck@co.valley.id.us

NEAL THOMPSON
Commissioner
nthompson@co.valley.id.us

SHERRY MAUPIN
Commissioner
smaupin@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
March 13, 2023**

PRESENT: **ELTING HASBROUCK (CHAIRMAN)**
 SHERRY MAUPIN (COMMISSIONER)
 NEAL THOMPSON (COMMISSIONER)
 DOUGLAS MILLER (CLERK)

Lieutenant, Kevin Copperi led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for March 13, 2023. Commissioner Thompson made a motion to approve the commissioners' agenda for March 13, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for March 13, 2023.

Senior Deputy Auditor, Rheta Clingan presented the commissioners with Fiscal Year 2023 claims and board order claims. The commissioners had questions regarding the claims that were presented and Clerk, Douglas Miller and Senior Deputy Auditor, Rheta Clingan responded accordingly.

Fiscal Year 2023 Claims

General Fund	\$ 226,278.67
Road & Bridge	\$ 55,936.68
District Court	\$ 3,722.97
Fairgrounds	\$ 79.04
Election Consolidation	\$ 28.42

Indigent	\$ 1,500.00
Solid Waste	\$ 127,776.84
Weeds	\$ 1,087.59
Waterways	\$ 354.32
McCall Snowmobile	\$ 14,225.50
Cascade Warm Lake Snowmobile	\$ 3,608.49
Smiths Ferry Snowmobile	\$ 389.70
Title III Funds	\$ 1,596.90
Extension Agent Fund	\$ 175.04
OHV Fund	\$ 61.06
PILT Fund	\$ 11,087.50

Total: **\$ 447,908.72**

Commissioner Maupin made a motion to approve the claims and board order claims as presented. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for March 13, 2023.

Assessor, Sue Leeper reported that she and Dee Dee Gossi attended an Assessor's conference last week and provided a brief update on the conference and the information that was provided.

Clerk, Douglas Miller provided an overview of matters involving the Clerk's Office including Courts, election, preparation for Fiscal Year 2024 budget. Clerk Miller requested that the commissioners set the Fiscal Year 2024 Budget Public Hearing for August 28, 2023, at 1:00 p.m. Chairman Hasbrouck made a motion to set the Valley County Public Hearing for Fiscal Year 2024 budget for August 28th at 1:00 p.m. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to set the Valley County Public Hearing for Fiscal Year 2024 Budget for August 28th at 1:00 p.m.

Chief Deputy Prosecuting Attorney, Brian Oakey provided an overview of matters involving the Prosecuting Attorney's Office to include criminal and civil matters. He informed the commissioners about upcoming training that would be conducted by the office to Elected Officials and Department Heads. He specifically would like to discuss with the Elected Officials and Department Heads regarding public records request and the proposal for a fee schedule for those public records request that take a significant amount of county employee's time. Brian received several questions from the commissioners regarding the proposed workshops and he responded accordingly regarding the training that he would like to implement.

Lieutenant, Kevin Copperi provided the commissioners with an update regarding the Sheriff's Office. He informed the commissioners about the staffing issues at the Sheriff's Office but reported that they would be hiring one individual for detention deputy. He reported on the applications that the Sheriff's Office had received and those individuals that were in background review.

Treasurer, Johanna Defoort reported to the commissioners on the amount of interest that had been earned on ARPA funds which was \$63,000. She reported that the Treasurer's Office was

down to 31 tax deeded properties. She also briefly discussed the work that was being done to complete the conversion to the new financial software and advised that she would be working with the Clerk Miller on developing the chart of accounts. The commissioners asked Treasurer Defoort about the tax deed properties, and she provided a detailed account of the process to the commissioners.

University of Idaho Extension Educator, Melissa Hamilton reported to the commissioners on presentations that she provided to the community over the past two weeks. She reported on the victory garden series and explained that there was a partnership developed with Teton Valley. She presented that she was also working on a federal grant application. She advised on meetings that she would be attending in the city of Cascade. Melissa provided a 4H program update and described the programs that were on going within the spring of 2023 to include afterschool programs. She discussed the STEM trailer project and how it would be utilized within Valley County. She reported to the commissioners about the lease that she was working on with Chief Deputy Prosecuting Attorney, Brian Oakey for an individual to rent out an office at the University of Idaho.

Human Resource Director, Pat Duncan informed the commissioners that a new detention deputy would be starting. She reported on the opening within the Department of Motor Vehicles Office. Pat presented on the action item she had placed on the agenda to request that the Sheriff's Office to be able to payout personal time off. She believed that the issue was because that the Sheriff's Office was not fully staffed. The commissioners deliberated on the action item and Commissioner Thompson made a motion to allow the Sheriff's Office to payout personal time off once the employee meets their maximum amount time until the Sheriff's Office Patrol Deputies and Sheriff's Office Jail Detention was 80% staffed as presented by Human Resource Director, Pat Duncan. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to allow the Sheriff's Office to payout personal time off once the employee meets their maximum amount time until the Sheriff's Office Patrol Deputies and Sheriff's Office Jail Detention was 80% staffed as presented by Human Resource Director, Pat Duncan.

Court Services Director, Skip Clapp provided the commissioners with an update regarding juvenile probation and explained that there were two juveniles sent to the Ada County Detention Center. He reported on the Valley County Opioid Response Project that would be occurring at the end of the day. He presented on Idaho Association of Counties meetings that he would be attending in the spring of 2023. The commissioners asked about the programs of the Valley County Opioid Response Project and the ongoing funding of the programs that have been established. Skip explained that the individual companies were continuing to look for on-going funding to support the existing programs. The commissioners requested that Skip contact Grant Writer, Mackenzie Castor to see if she could research the availability grants for a School Resource Officer as well as VCORP.

Planning & Zoning Director, Cynda Herrick reported that Planning & Zoning had been extremely busy and reported on compliance letters that had been sent out to specific organizations. She discussed the work that was being conducted by Planning & Zoning Technician, Jody Green. She reported on the multi district hazard mitigation plan and the work that was being requested to be performed by Lori Hunter. Cynda advised that Lori does not have the time to work on the plan as requested by Emergency Service Manager, Juan Bonilla. Cynda

reported on meetings that she would be attending to include the Valley County Economic Development meeting and Planning & Zoning meetings.

Recreation Director, Larry Laxson reported on the disabled veterans ride that occurred. He presented on meetings that he had attended over the past two weeks. He reported that Dave Bingaman had made a presentation regarding the Federal Aviation Administrative roads. He presented on the Winter Recreation Meeting that he attended and discussed the topics that were addressed. He informed the commissioners that the new Valley County Recreation Board would be meeting next week. Larry would like to talk about the implementation of the Waterways Plan and would like to begin the discussion related to the next steps. The commissioners requested that he work with Planning & Zoning Director, Cynda Herrick to finalize the next steps to create an ordinance. Larry provided an update regarding the lease with Idaho Department of Lands and explained ICRMP had some concerns regarding the language within the lease. Commissioner Maupin asked about the Brundage Mountain Ski Cat program and if it impacts the Valley County Snowmobile Program. Larry explained the existing agreement and the proposal that was being developed might impact the snowmobile program.

IT Director, Jeremy Wilcox reported on the internet connection at the Prosecuting Attorney's Office and reported on the cancellation of the Ziple Fiber. He presented that the new desk top computers that were still being set up with individual departments. He provided an overview of the topics discussed at the Idaho Association of Counties IT Directors meeting. Jeremy discussed the transition to the new recording and financial software for the county. He also discussed the roll out of the new cellular phones for the Valley County Sheriff's Office.

Facility Director, Scott Clingan provided the commissioners with an update regarding the Valley Soil & Water building and what was needed to be able to convert it into workforce housing. Scott reported that he is working with a company to have mats replaced in the county. Scott discussed a grant for the transfer station. Stephanie Nelson discussed what could be done with the grant money for woody debris and made recommendations to the commissioners. Ed Allen presented to the commissioners a proposal for a Valley County woody debris program and submitted ideas on what grant should be applied for through the USFS Wood Innovations and Community Wood Grant program. The commissioners deliberated on the matter and presented their opinions on what grant application should be filed through the USFS Wood Innovations and Community Wood Grant program. Chairman Hasbrouck advised that a discussion needed to be conducted with Lake Shore Disposal regarding the existing woody debris program and what the contract requires. Commissioner Maupin made a motion to allow the subgroup to return with a proposal for a USFS Wood Innovations Community Grant. Commissioner Thompson seconded. No further discussion, all in favor. Motion passed to allow the subgroup to return with a proposal for a USFS Wood Innovations Community Grant.

Road Director, Jeff McFadden presented to the commissioners that the Valley County Road Department received one bid for the 2023 Goode Pit Rock Crushing Project request for proposal. Chairman Hasbrouck opened the bid from Premier LLC and read the proposal into the record for a total cost of \$245,000. Commissioner Maupin made a motion to award the bid received from Premier LLC for a total cost of \$245,000 for the 2023 Goode Pit Rock crushing project. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to award the bid of \$245,000 to Premier Aggregate for the 2023 Goode Pit Rock project.

Road Director, Jeff McFadden presented on road work that was being conducted and informed the commissioners about existing staffing and what was currently being done to continue to recruit employees and the program that was offered through Idaho Department of Labor to train individuals to acquire their commercial drivers license.

Chairman of the Valley County Fair Board, Carl Barrett presented on the memorandum of understanding with Valley County. There was a discussion regarding the amendments that were requested from the Valley County Fair Board. Treasurer of the Valley County Fair Board, Casie Carnes also presented on proposed upgrades that would be done in the future at the fairgrounds and explained that the fencing would be priority with additional stands being considered in the future. Commissioner Maupin asked about the budget for the Valley County Fair Board and proposed improvements to be made at the Valley County Fairgrounds. Ms. Carnes explained that she would be presenting to the commissioners later the proposed Valley County Fair Board Fiscal Year 2024 Budget. Commissioner Thompson made a motion to approve the memorandum of understanding between Valley County and the Valley County Fair Board. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the memorandum of understanding between Valley County and the Valley County Fair Board.

IT Director, Jeremy Wilcox presented on work that was being conducted by the IT Department to include upgrades to the security software. The commissioners inquired about having all county employees have a cell phone. The commissioners proposed conducting a survey to county employees and review during budget preparation. Jeremy wanted to have a discussion regarding the lease contract for all county printers and copy machines are up for renewal and wanted to get the opinion of the commissioners. He explained that he has reviewed alternative options and presented his findings to the commissioners and recommendations. He advised that Valley County would have approximately one month to decide if the desire is to renew the Boise Office Equipment lease agreement. The commissioners deliberated on the request and provided opinions. Chief Deputy Prosecuting Attorney, Brian Oakey presented to the commissioners on the work that had been conducted by IT Director, Jeremy Wilcox and appreciated his involvement reviewing the existing lease agreement. Commissioner Maupin made a motion to have IT Director, Jeremy Wilcox go through the state leasing portal to determine best terms for copy and printer machine leasing. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to have IT Director, Jeremy Wilcox go through the state leasing portal to determine best terms for copy and printer machine leasing for Valley County.

Chairman Hasbrouck presented the meeting minutes of March 6, 2023. Commissioner Maupin made a motion to approve the commissioner meeting minutes of March 6, 2023. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes of March 6, 2023.

Planning & Zoning Director, Cynda Herrick presented on the Valley County Engineer letter regarding responsibilities during engineering reviews. The commissioners provided their comments regarding the letter from the Valley County Engineer. Commissioner Thompson made a motion to approve the Valley County Engineer letter of responsibilities. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley County Engineer letter of responsibilities.

The commissioners recessed for lunch at 12:07 p.m.

Board of County Commissioners Meeting

March 13, 2023

Page 5

The commissioners returned from lunch at 1:05 p.m.

University of Idaho Extension Educator, Melissa Hamilton and 4H Coordinator, Alysso Stutz provided a presentation regarding the University of Idaho Extension Programs that are offered in the Valley County community. A copy of their presentation would be appended to the commissioner meeting minutes. The commissioners had the opportunity to ask questions and Melissa Hamilton and Alysso Stutz responded accordingly.

Chairman Hasbrouck opened the motion for reconsideration of Approval of C.U.P. 22-37 Tamarack Falls at 1:38 p.m. and provided an overview of how the motion for reconsideration would be heard today. Chairman Hasbrouck asked the commissioners if there was any ex-parte communication or conflict of interest. All commissioners advised that there was no ex-parte communication or conflict of interest and Chairman Hasbrouck requested to hear testimony from the appellant. Ms. Julia Throver representing the appellant Margot Crockett and Steven Topple provided testimony to the commissioners regarding the motion for reconsideration of Approval of C.U.P. 22-37 Tamarack Falls Estate. The primary violation that they believe has happened is that a storm and water management plan had not been submitted to the Valley County Engineer for review prior to approval by the Valley County Planning & Zoning Commission or Valley County Board of County Commissioners which the appellant believe was required under the Valley County ordinance.

Mr. Heath Clark representing the applicant provided testimony to the commissioners rebutting the arguments that were being made by the appellant. He does not believe that there were any errors made and feels that the commissioners should deny the motion for reconsideration of approval of C.U.P. 22-37 Tamarack Falls.

Ms. Julia Throver provided rebuttal testimony after Mr. Heath Clark testified to the commissioners and requested that the commissioners grant the motion for reconsideration.

Chairman Hasbrouck closed the motion for reconsideration of approval of C.U.P. 22-37 Tamarack Falls at 1:56 p.m. and brought the matter back to the commissioners for deliberation. Commissioner Thompson provided his opinion regarding the motion that was before the commissioners. Chairman Hasbrouck provided his opinion regarding the motion for reconsideration that was before the commissioners and felt that everything was done appropriately when a decision was made. Commissioner Maupin referred to the finding of facts that were made by the commissioners when approving C.U.P. 22-37 Tamarack she referred to the Parametrix report that was filed during the public hearing for C.U.P. 22-37 Tamarack Falls application. She advised that before a final plat was signed the commissioners would need to approve.

Planning & Zoning Director, Cynda Herrick provided information to the commissioners regarding the work that was conducted by the Valley County Engineer.

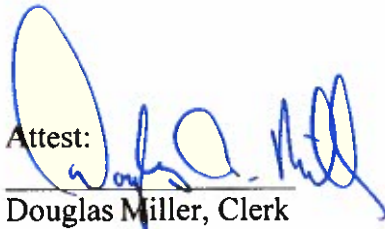
Commissioner Maupin made a motion to deny the request for reconsideration for C.U.P. 22-37 Tamarack Falls. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to deny the request for reconsideration for C.U.P. 22-37 Tamarack Falls.

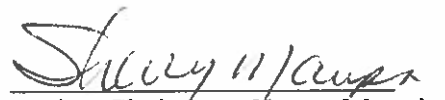
Chief Deputy Prosecuting Attorney, Brian Oakey provided notification to the commissioners the process if the appellant would like to appeal to the District Court.

Shelly Hit with Idaho Central District Health, Sylvia Ryan, representing Valley County Opioid Response Project provided a presentation to the commissioners regarding the work that was being conducted within Valley County.

Chairman Hasbrouck began the workshop with the local fire departments to discuss Valley County Emergency Medical Services District operations plan & by-laws. Those in attendance were members of McCall Rural Fire District, Cascade Rural Fire District and Donnelly Rural Fire District.

The commissioners adjourned at 5:19 p.m.

Attest: 
Douglas Miller, Clerk


Acting Chairman, Sherry Maupin



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**Advisory Council
Working Plan
Spring 2023**



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University of Idaho Extension
provides reliable, research-based
education and information to
help people, businesses and
communities solve problems,
develop skills and build a better
future.



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GOAL:

- **INCREASE COMMUNICATION WITH A REPRESENTATIVE GROUP OF VALLEY COUNTY STAKEHOLDERS AND COMMUNITY PARTNERS**
- **TAKE FEEDBACK AND INCORPORATE IT INTO A PLAN OF WORK FOR 2023-2024**



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- MEET BI-ANNUALLY TO CHECK-IN AND UPDATE ON CURRENT PROGRAMMING AREAS THE UI EXTENSION OFFICE IS ADDRESSING.**
- RECEIVE FEEDBACK FROM THE COUNCIL THAT UI EXTENSION IS ADDRESSING NEEDS IN VALLEY COUNTY**
- SEEK COUNCIL ON FUTURE PROGRAMS OR COMMITTEES TO ADDRESS AREAS OF CONCERN FOR THE COUNTY**

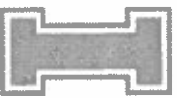


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UI EXTENSION, VALLEY COUNTY

- 4-H YOUTH DEVELOPMENT**
- COMMUNITY DEVELOPMENT**
- AGRICULTURE**
- HORTICULTURE**

OUR STAFF



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U of I EXTENSION OFFICE STAFF

Melissa Hamilton - Extension Educator
Community Development/Agriculture



Alysson Statz - 4-H Program Coordinator



Jill Casal - Administrative Assistant



Cady Mead - 4-H Assistant (Part-time)





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- 8 Year-round 4-H Clubs in Valley County (2022/23)
- 114 4-H year-round Youth and 27 Adult, Participants and rising for 2022/23
- 11 leaders' council meetings and 6 trainings every year (Orientations, Background checks etc.)
- Livestock Field Days
- Small Animal Clinic
- Dog Clinics and shows
- Horse Clinics and Shows
- STEM Drones, 3-D Printers, Coding for Teens
- STEM Trailer to host classes from April-August 2023 in Cascade, Donnelly, and McCall
- 2023 Summer AmeriCorp placement for 4-H programs funded by UI for County 4-H programs
- Afterschool Advisory Board
- 4-H State and District Advisory Board
- Valley/Adams Youth Advocacy Coalition (YAC)
- Market Sale Committee, Auction, and Fairboard



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Part-time 4-H Assistant and Coordinator from
Oct. 2022 until March 10th have directly
worked with 103 adults, and 723 youth.

Afterschool Programs:

Donnelly Public Library and School
Cascade Cultural Arts Center and School
McCall Schools and Libraries
Homeschool Youth of Valley County
Short Term Enrollment Programs for 2023
Sewing, Leather Craft, Quilting,
and Shooting Sports
Livestock Field Days and Livestock Weigh-in
2 Art Summer Day Camps Ages 1st-6th grades
for Cascade, Donnelly and McCall
Jr. Master Gardeners



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 YouTube

Search

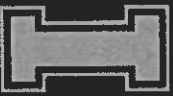


Energy Detectives: U and I Together Series



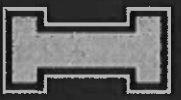
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- Peer Learning Network (monthly virtual), Housing and Workforce Summits
- Cascade Mobility Team (bike and ped counts)
- Cascade Arts Walk (2023 Summer and Winter)
- WeCan Bootcamp Capacity Building Training
- Regional Creative District committee, WCMEDC and ELAC committees, and Community Educator Alliance involvement
- WCM Trails Committee (2x per year facilitator)
- Listening Session with the State (UI Extension programs)
- Ripple Mapping for community projects
- 6th grade Middle School Class – Pollinators Series
- McCall Community garden committee (need to convene)
- Master Gardener – Volunteer hours often serve the community



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- Cultivating Success (CS):
- Cultivating Success (CS):
Poultry Tour (Fall 2022)
Livestock Tour (Fall 2022)
- Ranchers Feeding Youth (supportive role)
- Pesticide Recertification Credits, moved online
from UI
- Steve Anderson organized spring workshop
2022, invited presenter



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Victory Garden Series:

- Online beginning gardener course with in-person training with Master Gardeners (Odd Years)

Master Gardeners:

- Over 60 hours of training and 30 hours of volunteer service to the community
- Summer Plant Clinics
- (Even years)

Advanced Master Gardeners:

- 15 hours exploring new content through facilitated learning and other professional development resources
- Summer Plant Clinics
- (Odd years)



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FEEDBACK

**IS UI EXTENSION, VALLEY
COUNTY ADDRESSING
COMMUNITY NEEDS?**

**ARE THEIR PROGRAMS THAT
SHOULD BE RETIRED?**

**ARE THEIR PROGRAM AREAS
THAT SHOULD BE EXPANDED
OR ADDED?**



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THANK YOU!

**WE APPRECIATE YOUR
ONGOING SUPPORT AND
CONTINUED PARTNERSHIP**

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday March 13, 2023

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Clerk, Douglas Miller prior to the meeting.

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 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Rheta Clingan

9:10 **Elected Official Reports/Discussion**

Assessor – Sue Leeper

Clerk – Doug Miller

Action Item: Set Valley County Fiscal Year 2024 Budget Hearing for August 28, 2023 at 1:00 p.m.

Prosecutor – Brian Naugle

Sheriff – Patti Bolen

Treasurer – Johanna Defoort

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick

Court Services – Skip Clapp

Extension Office- Melissa Hamilton

Human Resources/Risk Management – Pat Duncan

Action Item: Approval of Sheriff's Office Personal Time Off Payout Proposal

Planning and Zoning-Cynda Herrick

Parks and Recreation- Larry Laxson

10:30 Buildings and Grounds / Solid Waste- Scott Clingan

Action Item: Discussion and Decision on USFS Wood Innovations and Community Wood Grant Program

11:00 Road & Bridge Presentation- Jeff McFadden

Action Item: Awarding 2023 Goode Pit Rock Crushing Project

- 11:30 **Action Item:** Discussion and Decision on Memorandum of Understanding with Valley County Fair Board
- 11:30 Information Technology – Jeremy Wilcox
Action Item: Discussion and Decision on Upcoming Printer Lease Agreement
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of March 6, 2023
- 11:50 **Action Item:** Review and Accept Valley County Engineer Letter of Responsibilities – Planning and Zoning Director, Cynda Herrick
- 12:00 Recess for Lunch
- 1:00 Presentation on Extension Programs - Extension Educator, Melissa Hamilton
- 1:30 **Action Item:** Motion for Reconsideration of Approval of C.U.P. 22-37, Tamarack Falls
- 2:30 Valley County Opioid Response Project Presentation
- 3:00 Workshop with Fire Departments to Discuss Valley County Emergency Medical Service District Operations Plan & By-Laws

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday March 20, 2023

