

# Valley County Board of Commissioners

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## IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO April 24, 2023

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

Chairman, Elting Hasbrouck led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for April 24, 2023. Commissioner Thompson made a motion to approve the commissioners' agenda for April 24, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for April 24, 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           | \$ 128,567.80 |
| Road & Bridge          | \$ 37,179.95  |
| District Court         | \$ 2,835.46   |
| Election Consolidation | \$ 1,866.38   |
| Revaluation            | \$ 20.45      |
| Solid Waste            | \$ 3,914.09   |
| Weeds                  | \$ 42.01      |

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|                              |              |
|------------------------------|--------------|
| Waterways                    | \$328.10     |
| McCall Snowmobile            | \$ 31,858.33 |
| Cascade Warm Lake Snowmobile | \$ 419.50    |
| Title III Funds              | \$ 12,000.00 |
| Extension Agent Fund         | \$ 264.52    |
| PILT Fund                    | \$ 813.78    |

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Total: **\$220,110.37**

Commissioner Maupin made a motion to approve the claims as presented for April 24, 2023. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the claims for April 24, 2023.

Assessor, Sue Leeper informed the commissioners that the DMV office was reviewing the cost for Title fee administrative. She reported that on April 25, 2023, there was a special meeting scheduled to review exempt property applications and she felt that there would be an additional day needed for a special meeting.

Clerk, Douglas Miller provided the commissioners with an update involving the Clerk's Office to include budget, elections, and court operations.

Prosecuting Attorney, Brian Naugle presented to the commissioners regarding matters involving the Prosecuting Attorney's Office regarding criminal and civil work. He presented on the new case management system that would be implemented soon and he described the benefit of the new case management system.

Sheriff, Patti Bolen presented the modification for law enforcement cooperative agreement with the United States Forest Service and advised that it was for additional funding. The commissioners had questions regarding the agreement and Sheriff Bolen responded accordingly. Commissioner Maupin made a motion to approve the modification for law enforcement cooperative agreement with the United States Forest Service. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the modification for law enforcement cooperative agreement with the United States Forest Service.

Treasurer, Johanna Defoort presented the quarterly statement of cash for the commissioners to approve. Chairman Hasbrouck made a motion to approve the quarterly statement of cash as presented to the commissioners. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the quarterly statement of cash as presented by Treasurer Defoort. She informed the commissioners that there were 26 properties that were in the Tax Deed Status. She reported to the commissioners that the 2<sup>nd</sup> half tax notices would be sent out on May 16, 2023. She reported to the commissioners that she was leading the capital improvement committee and advised that there were 15 applications submitted by elected officials and department heads for capital equipment or improvements. Treasurer Defoort provided the commissioners with an update regarding the Master Facility Plan and the survey that was created to request that the public complete. She also provided the commissioners with an update regarding the citizens committee that had been also meeting regarding the master facility plan. She provided the commissioners an update regarding the recommendations of the citizens committee and provided a brief description of their opinion regarding priorities.

Building Director, Annette Derrick presented the amendment to addendum e service level agreement for electronic transaction and access for pay port electronic payment. Commissioner Thompson made a motion to approve the addendum e service level agreement as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the addendum e service level agreement for electronic transaction and access for pay port electronic payments.

Court Services Director, Skip Clapp provided the commissioners with an update regarding matters involving the court services. He reported that there are two juveniles in custody, and one was in an inpatient treatment facility. He provided the commissioners with a breakdown of the funding for the inpatient treatment and the services that are provided after the juvenile completes the treatment. Commissioner Maupin presented that Valley County needed to address the mental health needs for juveniles in the community and discussed the recent suicide that occurred. Skip identified the local organizations that provide mental health services within Valley County.

University of Idaho Extension Educator, Melissa Hamilton informed the commissioners about work that she had conducted over the past two weeks including yearly evaluations for staff. She presented on the cascade art program. She discussed the community educator alliance. Melissa also talked about the master gardener program and advanced master gardener group. She reported that she attended the annual University of Idaho Extension conference and discussed matters that were presented during the conference. She informed the commissioners about the 4-H programs including the STEM Trailer that would be scheduled to be utilized within the community. She reported on the horse program that was being developed and talked about drone program in Valley County. Melissa also presented on the afterschool programs that were being offered in Donnelly.

Human Resource Director, Pat Duncan provided the commissioners about recruitment that was being done by Valley County and open positions. She presented the revised employee handbook and discussed the changes that had been made. Commissioner Maupin made a motion to approve the revised employee handbook as presented. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the revised employee handbook as presented.

IT Director, Jeremy Wilcox provided the commissioners with an update regarding matters involving the IT Department. He informed the commissioners the work that was being done for fiber to be installed in Lake Fork to improve internet service. He discussed additional security work that was being done on Valley County servers.

Planning & Zoning Director, Cynda Herrick provided the commissioners with an update regarding work that was being done by the Planning & Zoning Commission to include the comprehensive plan. The commissioners asked about inclusion of the waterways management plan. Cynda provided an explanation that the land use of the waterways management plan needed to go through comprehensive plan. The commissioners felt that a workshop needed to be conducted with the Sheriff's Office regarding enforcement of the recommendations that were mentioned in the waterways management plan. Cynda discussed additional recommendations that were made by the Planning & Zoning Commission. Cynda presented on a request to have a housing needs assessment through Western Central Economic Development Council and request to have Valley County financially contribute towards the cost. She advised that there was a need for additional \$38,000. The commissioners asked if the cities were also contributing, and Commissioner Maupin advised that the cities were being asked. She felt that the commissioners

should consider the request. Chairman Hasbrouck requested additional information before he was willing to approve a contribution towards a housing needs assessment. Commissioner Maupin discussed the need to strengthen an ordinance regarding the scenic by way to require landscaping and maintenance of landscaping.

Recreation Director, Larry Laxson reported that there would be two weeks of maintenance on grooming equipment that was being conducted. He reported on four projects that were submitted through the capital equipment committee for approval. He informed the commissioners that the Cabarton Shuttle company would not be in operation for the upcoming years. Larry provided preliminary amounts for snowmobile registrations fees that would be received within the areas that incorporate Valley County. He also discussed additional revenue that is received to support the program. He reported on the ISSA meeting that he would be attending. He discussed the availability of federal grants that Valley County can apply for trail program.

Facility Director, Scott Clingan provided the commissioners with an update regarding facility maintenance and reported on the air quality test that would be conducted. He reported on the capital approve equipment applications that he had submitted to the capital improvement committee to consider and provided an overview of proposed improvements he was requesting. He provided a brief plan to repair the leak of the geothermal piping and the commissioners discussed that it needed to be fixed. Commissioner Maupin asked about the pickup of trash by Lake Shore Disposal and if the issue had been rectified. Scott provided an update regarding the issue and his conversations with Lake Shore Disposal. He also discussed requirements that are in the contract with Lake Shore Disposal regarding residential trash removal. Chairman Hasbrouck asked about the Warm Lake Transfer site and Scott provided an update regarding the use of the transfer site for residents.

Weed Supervisor, Steve Anderson presented the weed agreements that he would like the commissioners to approve and sign. The agreements are for the City of Cascade, City of Donnelly, and Idaho Transportation Department for weed control. The commissioners asked if he had enough employees to comply with the contracts. Steve provided an update regarding current staffing levels for the upcoming year. Commissioner Thompson made a motion to approve the agreements for weed control with the City of Cascade, City of Donnelly, and Idaho Transportation Department. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the agreements for weed control with the City of Cascade, City of Donnelly, and Idaho Transportation Department.

Steve Anderson reported on May 11<sup>th</sup>, 2023, there would be a weed certification training in Valley County. He also provided a brief update regarding milfoil treatment for the upcoming year and discussed the study that was done to determine location.

Road Director, Jeff McFadden presented on the master transportation plan and proposed dates for a public meeting in Donnelly. The commissioners discussed potential dates and times for the public meeting.

Jeff advised that there were constituents who wanted to have a workshop regarding speed limit signs. He provided the commissioners with an update regarding road maintenance that would be occurring once the weather dries up and maintenance of equipment.

The commissioners discussed the potential move of road department to the Gold Dust location and the need for a building design plan for the road department. The commissioners discussed

potential options and the availability of grants that could be applied for to make the transition. Chairman Hasbrouck made a motion to pursue a request for proposal for a building design plan for a Road Department building. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to pursue a request for proposal for a building design plan for a road department building at the location at Gold Dust.

Steve Rosenfeld who is a member of the Cascade Fire Community Fund Committee presented on a request to utilize the Valley County Fair Grounds for an event called DDMC's Steel Rode and explained that it would be a fund-raising event. He provided the commissioners with an overview of the event that he was trying to coordinate. The commissioners had questions for Mr. Rosenfeld regarding the event and insurance that would be provided. Commissioner Thompson made a motion to approve the request from Cascade Fire Community Fund Committee use of the Valley County Fair Grounds for the proposed charity event. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the request from Cascade Fire Community Fund to use the Valley County Fair Grounds for the proposed charity event.

Chairman Hasbrouck presented the commissioner meeting minutes from April 17, 2023. Commissioner Maupin made a motion to approve the commissioner meeting minutes from April 17, 2023. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from April 17, 2023.

Commissioner Maupin began the discussion related to the request to submit a letter to Idaho State Patrol regarding a request for additional state troopers in Valley County. She advised that she had spoken with a couple of Idaho State Patrol employees, and they informed her that the issue was lack of housing opportunities within Valley County for troopers. Commissioner Maupin advised that she had been requested to write a letter to the Governor's Office and legislators. Sheriff Patti Bolen provided her opinion to the commissioners. Chairman Hasbrouck was in support of letter as written and made a motion to approve the letter concerning the lack of state troopers in Valley County. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve submitting the letter concerning the lack of state troopers in Valley County.

Chairman Hasbrouck presented on the letter of support that was being requested by Donnelly Rural Fire Protection District for radios. The commissioners discussed the long-term plan that was being developed for radios for first responders in Valley County for a county wide radio system. Commissioner Maupin made a motion to approve the letter of support for the Donnelly Rural Fire Protection District for radios. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support for the Donnelly Rural Fire Protection District for radios.

Clerk, Douglas Miller presented the grant opportunity for a voting truck through Idaho Community Foundation. Commissioner Maupin made a motion to approve the grant application with Idaho Community Foundation for a voting truck. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the grant application with Idaho Community Foundation for a voting truck.

Chairman Hasbrouck presented the Economic Development Administration federal financial report for the Abstein Bridge. Chairman Hasbrouck made a motion to approve the Economic Development Administration federal financial report for Abstein Bridge. Commissioner

Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Economic Development Administration federal financial report for Abstein Bridge.

The commissioners recessed for lunch at 12:10 p.m.

The commissioners returned from lunch at 1:04 p.m.

Chairman Hasbrouck opened the public hearing again at 1:04 p.m. that had been tabled. Commissioner Maupin made a motion to remove CUP 22-34 Shoemaker Donnelly Storage from the table and to continue with the public hearing. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to remove CUP 22-34 Shoemaker Donnelly Storage from the table and to continue with the public hearing.

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. Chairman Hasbrouck asked for a staff report from Planning & Zoning Director, Cynda Herrick.

Planning & Zoning Director, Cynda Herrick provided a staff report to the commissioners and discussed additional information that had been requested and received.

Chairman Hasbrouck asked to hear testimony from the applicant. Mr. Jeff Hatch who presented on behalf of the applicant provided additional testimony to the commissioners regarding CUP 22-34 Shoemaker Donnelly Storage.

Chairman Hasbrouck asked to hear testimony from the appellant. Mr. Bradley Beaman advised that the appellant Todd Jerdana was called away and he was presenting on behalf of the appellant regarding CUP 22-34 Shoemaker Donnelly Storage.

Chairman Hasbrouck asked to hear testimony from proponents of the appeal.

Ms. Susan Dorris who resides in Donnelly, Idaho, and the mayor of the city of Donnelly provided testimony to the commissioners as a proponent of the appeal of CUP 22-34 Shoemaker Donnelly Storage.

Mr. Mike Birkinbine who resides in Donnelly, Idaho, provided testimony to the commissioners as a proponent of the appeal of CUP 22-34 Shoemaker Donnelly Storage.

Ms. Heather Beaman who resides in Donnelly, Idaho, provided testimony to the commissioners as a proponent of the appeal of CUP 22-34 Shoemaker Donnelly Storage.

Ms. Teresa Gibboney who resides in Donnelly, Idaho, provided testimony to the commissioners as a proponent of the appeal of CUP 22-34 Shoemaker Donnelly Storage.

Chairman Hasbrouck asked to hear testimony from uncommitted. Record would reflect that there was no one.

Chairman Hasbrouck asked to hear testimony from opponents of the appeal. Record would reflect that there was no one.

Chairman Hasbrouck asked to hear from the applicant. Mr. Jeff Hatch provided a response to the comments that were made by the proponents of the appeal.

Chairman Hasbrouck closed the Public Hearing for C.U.P. 22-34 Shoemaker Donnelly Storage at 2:07 p.m. and brought the matter back to the commissioners for deliberations. Commissioner Thompson made a motion to deny the appeal for C.U.P. 22-34 Shoemaker Donnelly Storage with the conditions that were stated during the deliberations. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to deny the appeal for C.U.P. 22-34 Shoemaker Donnelly Storage with the conditions of approval that were presented during the deliberations.

Chairman Hasbrouck began the workshop related to discuss Good Neighbor Authority Agreement and creation of a program. Chairman Hasbrouck provided his opinion regarding the opportunity and disclosed that he had an individual conversation with Stephanie Nelson who owns Wildfire Prevention Associates and currently operates a hazard fuel reduction program within Valley County. He also advised that he requested Human Resource Director, Pat Duncan to be a part of the meeting to discuss a job description if a position was created. Mr. Brian Davis with the United States Forest Service provided additional information to the commissioners and advised that a hazardous fuel reduction specialist could be hired to perform the duties. Stephanie Nelson discussed the existing hazardous fuel program within Valley County and the structure of the program. She felt that the program could be sustainable and was supportive of the opportunity. Chief Deputy Prosecuting Attorney, Brian Oakey provided his legal opinion to the commissioners regarding the agreement. Brian Davis explained that what the Forest Service needs today was a commitment from Valley County. Commissioner Maupin made a motion to approve the Good Neighbor Authority agreement with the option 3 for 10% defray cost and move forward with establishing a program within Valley County. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Good Neighbor Authority agreement with the option #3 provided for 10% defray cost and move forward with establishing a program within Valley County.

Chairman Hasbrouck advised that the commissioners would be recessing as the Valley County Board of County Commissioners and convening as the Valley County EMS District. Commissioner Maupin made a motion to approve the Budget Public Hearing Date for the Valley County EMS District for August 28, 2023, at 2:00 p.m. CT seconded the motion. No further discussion, all in favor. Motion passed to approve the Budget Public Hearing Date for Valley County EMS District for August 28, 2023, at 2:00 p.m.

Chairman Hasbrouck advised that the commissioners would be adjourning as the Valley County EMS District and reconvening as the Valley County Board of County Commissioners.

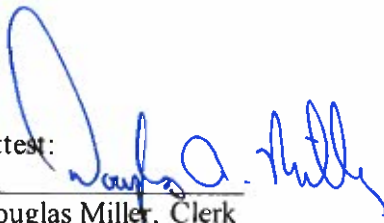
Chairman Hasbrouck presented on the request to submit a letter to Congressman Russ Fulcher regarding the delay in FEMA Reimbursement for road repairs. Commissioner Thompson made a motion to approve the letter to submit to Congressman Russ Fulcher regarding the delay in FEMA Reimbursement for road repairs. Commissioner Maupin seconded. No further discussion, all in favor. Motion passed to approve the letter to submit to Congressman Russ Fulcher regarding the delay in FEMA Reimbursement for road repairs.


Chairman Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 1(a)- "To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy need."

Commissioner Thompson seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(a)-Hiring at 3:32 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code at 3:39 p.m. Commissioner Maupin made a motion to offer the position of Human Resource Director. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to offer the position of Human Resource Director.

The commissioners adjourned at 3:40 p.m.

Attest:   
Douglas Miller, Clerk

  
Chairman, Elting Hasbrouck