

# 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](mailto:ehasbrouck@co.valley.id.us)

**NEAL THOMPSON**  
*Commissioner*  
[nthompson@co.valley.id.us](mailto:nthompson@co.valley.id.us)

**SHERRY MAUPIN**  
*Commissioner*  
[smaupin@co.valley.id.us](mailto:smaupin@co.valley.id.us)

**DOUGLAS A. MILLER**  
*Clerk*  
[dmiller@co.valley.id.us](mailto:dmiller@co.valley.id.us)

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
June 12, 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 June 12, 2023. Commissioner Maupin made a motion to approve the commissioners' agenda for June 12, 2023. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for June 12, 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	\$ 176,438.28
Road & Bridge	\$ 92,621.23
District Court	\$ 3,927.16
Fair	\$ 75.70
Election Consolidation	\$ 998.87

Board of County Commissioners Meeting

June 12, 2023

Page 1

Revaluation	\$ 140.04
Solid Waste	\$ 293,571.06
Weeds	\$ 13,767.12
Pest Control	\$ 100.00
Waterways	\$ 3,038.22
McCall Donnelly Snowmobile	\$ 1,454.79
Extension Agent Fund	\$ 433.71
OHV Fund	\$ 170.99
PILT Fund	\$ 5,850.00
<hr/> Total:	<b>\$592,587.17</b>

Commissioner Thompson made a motion to approve the claims & board order claims as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for June 12, 2023.

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

Chief Deputy Prosecuting Attorney, Brian Oakey presented to the commissioners on behalf of the Prosecuting Attorney's Office as Prosecuting Attorney, Brian Naugle was involved with District Court. Mr. Oakey discussed conducting training on public records request, and he advised that the commissioners would need to determine appropriate fee schedule for large public record requests. He explained that once the commissioners identify a fee schedule, they would need to adopt by resolution. He also requested that each department keep track of the number of public records request they receive on an annual basis. He further presented on the civil work that he was conducting with the Assessor's Office regarding property tax exemption applications.

Sheriff, Patti Bolen informed the commissioners that she was currently working with the Prosecuting Attorney's Office on the policing contract with the City of Cascade. She reported on the deputies that were participating in the Idaho P.O.S.T. Academy and reported that Deputy Hodges was awarded the leadership position while at the academy. She also presented on a new deputy patrol positions that was offered to an individual.

Treasurer, Johanna Defoort informed the commissioners that there was one week left for the second half tax drive. She reported that there has currently been \$6 million receipted in for tax dollars. She provided the commissioners with an update regarding the financial software conversion. She further presented on the request for proposal that she was assisting with for the road department. Chairman Hasbrouck asked about the changes to the tax bills related to House Bill 292. Treasurer Defoort explained how the tax bill notices would reflect the changes because of House Bill 292.

Building Director, Annette Derrick reported that they had received 165 building permits and 65 permits are for houses. She reported on the work that was conducted by the additional building inspector. Commissioner Maupin asked if the Building Department had developed a process to inform builders if there was a failure of an inspection.

Human Resource Director, Mike Savoie described the work that he has been conducting to become more comfortable with his position. He informed the commissioners that an area of concern that he has is for long term recruitment of employees and he described a few ideas. Human Resource Director, Mike Savoie presented on the action item to request an increase starting pay for the Office Support Position for the Valley County Road Department. Commissioner Maupin made a motion to approve the increase of hourly rate for the Office Support Position for the Valley County Road Department to \$16.49 per hour. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the increase of the hourly rate for the Office Support Position for the Valley County Road Department to \$16.49 per hour.

University of Idaho Extension Educator, Melissa Hamilton presented to the commissioners on matters involving the extension office to include programs that she was currently working on. She discussed the community garden that she was hoping to expand upon in McCall. She reported on the committees that she has been involved with and is currently assisting. She also reported on the 4-H programs and the current calendar date for events.

Planning & Zoning Director, Cynda Herrick presented on Resolution 23-09 Declaration of Vacation a Portion of Corral Creek Road. Commissioner Thompson made a motion to approve Resolution 23-09 Declaration of Vacation a Portion of Corral Creek Road. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 23-09 Declaration of Vacation a Portion of Corral Creek Road.

IT Director, Jeremy Wilcox provided the commissioners with an update on matters that the IT Department had been working on to include rolling out the MDT devices for the Sheriff's Office. He also reported that the copy machines will be replaced with new equipment beginning Tuesday and the commissioners had questions regarding the programming of the equipment. Jeremy explained the process that would be taking place to replace the copy machines.

Recreation Director, Larry Laxson reported on the grant application process and work that he had been conducting if any of the grants were awarded. He reported on the need for a shuttle service at the Cabarton Launch area. He discussed other matters that he had been working on related to recreation. Commissioner Maupin requested that the Larry provide a proposal regarding matching funds for grants that the recreation department would be applying for. He informed the commissioners that Recreation Department employees had been working out of the Lake Fork Office.

Facility Director, Scott Clingan presented a proposal that he received for the upgrades needed at the Valley County Fairgrounds. Scott presented that the actual removal would be conducted by Toby Olson. Chairman Hasbrouck advised that the proposal would be for Toby to conduct the work and keep all the remaining material. He provided the commissioners with a cost breakdown and the described how the new arena would function. Commissioner Thompson made a motion to approve the proposal from Olson's Excavating Inc for removal of the existing Valley County Fairgrounds. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the proposal from Olson's Excavating.

Facility Director, Scott Clingan provided the commissioners with an update regarding the installation of the recycling bailer. He also reported to the commissioners that he has identified a company that would be willing to mulch the woody debris pile at the Valley County Transfer Site. He also discussed difficulties that were occurring with Lake Shore to manage the trash at the solid waste transfer site. He advised that he was working with Chief Deputy Prosecuting Attorney, Brian Oakey to coordinate a direct meeting with Lake Shore regarding their lack of compliance with the management of the transfer site. He informed the commissioners that he prepared a request for proposal for construction of the recycling center roof that will be published in the local paper. The commissioners also discussed the issue that is occurring in Idaho County related to the closure of the Idaho County Solid Waste Transfer Site near Warren, Idaho. The commissioners felt that additional conversations needed to occur with Idaho County and Lake Shore Disposal. Scott provided an update regarding the new controls for the air conditioning units and reported on the installation of the new stove hoods at the Cascade Community Center.

Mickee Ellis representing the Valley County Road Department presented the road project agreement between Valley County and the United States Department of Agriculture, Forest Service, Payette National Forest for cracking sealing. Commissioner Maupin made a motion to approve the agreement between Valley County and the United States Department of Agriculture, Forest Service, Payette National Forest for cracking sealing. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the between Valley County and the United States Department of Agriculture, Forest Service, Payette National Forest for cracking sealing.

Mickee Ellis presented the paving contract for Ashton Lane, Clear Creek Road, East Roseberry, Loomis Lane, and W4 Lane. Commissioner Thompson made a motion to approve the paving contracts for Ashton Lane, Clear Creek Road, East Roseberry Road, Loomis Lane, and W4 Lane. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the paving contracts for Ashton Lane, Clear Creek Road, East Roseberry Road, Loomis Lane, and W4 Lane.

Mickee Ellis informed the commissioners about road grading that would be occurring on specific roads within Valley County over the next few weeks.

Mrs. Traci Jamison and Mrs. Shannon McKnight presented to the commissioners about Ignite Idaho Family Resource Center and the programs that are offered and the progress that has been made with the services that they offer. Mrs. Jamison advised that they were attempting to find a larger location or additional rooms for the services that they offer. She discussed the collaborations that have been occurring with other community resources.

Chairman Hasbrouck presented the commissioner meeting minutes from June 5, 2023. Commissioner Thompson made a motion to approve the commissioner meeting minutes from June 5, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from June 5, 2023.

Grant Writer, Mackenzie Castor presented the amendment to financial assistance award for the Abstein Bridge Grant. Chairman Hasbrouck made a motion to approve the amendment to financial assistance award for the Abstein Bridge Grant. Commissioner Thompson seconded the

motion. No further discussion, all in favor. Motion passed to approve the amendment to financial assistance award for the Abstien Bridge Grant.

Grant Writer Castor presented the assurance construction program application. Commissioner Maupin made a motion to approve the assurance construction program application. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the assurance construction program application.

Grant Writer Castor presented the Idaho Department of Parks and Recreation grant for Clear Creek Parking Lot. Commissioner Thompson made a motion to approve the Idaho Department of Parks and Recreation grant for Clear Creek Parking Lot. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Idaho Department of Parks and Recreation grant for Clear Creek Parking lot.

The commissioners recessed at lunch at 11:58 a.m.

The commissioners returned at 1:02 p.m.

Chairman Hasbrouck began the discussion related to the commissioner's boards and committees. Commissioner Thompson provided an overview of the Waterways Committee that he participated on and informed the other commissioners that their proposed budget was reviewed for Fiscal Year 2024. He advised that there were discussions regarding the boat barn and wanted to know if there were possibilities of setting up temporary housing at the location near the boat barn. The commissioners felt that it was worth researching and determine if there was a need for a conditional use permit. Commissioner Thompson advised that he was planning on conducting a field trip with Recreation Director, Larry Laxson. He reported that he attended the Payette Forest Coalition meeting. Commissioner Maupin reported on her participation of the WICAP Board and discussed the open positions. She advised attempting to solidify what work will be conducted directly in Valley County. She reported on her participation regarding the Stibnite Gold Collaborative. The commissioners discussed the actual operations of the mine and how it potentially would impact Valley County. Commissioner Maupin reported on grants that were being applied for by the West Central Economic Development Council. She reported on the impact of the loss of Secure Rural School. She presented on the work that was being done to impact congress. She reported on the work that was being done by the Recreation Advisory Committee meeting. Commissioner Maupin advised that the public lands conversation in the State of Idaho was a greater conversation regarding the windmill farms and solar farms. Chairman Hasbrouck reported that he was elected as chairman of the Central District Health Council and advised they had been modifying the by-laws. He reported about selection of a new judge by the Magistrate Commission. He also presented on the work that was being conducted in the LEPC meeting. He advised that he was unable to attend the Roadless Rules Committee meeting but presented on the work that was being conducted. He did voice concerns regarding the prescribed burns that were being proposed.

Commissioner Maupin reported on her concerns regarding the commissioner's email and the request to have access to emails for up to two years. IT Director, Jeremy Wilcox provided his input regarding the existing policy and advised that he was working with Chief Deputy Prosecuting Attorney, Brian Oakey regarding the policy. Commissioner Maupin voiced her issue to IT Director, Jeremy Wilcox. Jeremy provided proposed alternative solutions and presented

on the existing process to save emails for an extended period. The commissioners would like to obtain the opinion of the Prosecuting Attorney's Office before a final decision was made.

Commissioner Thompson made a motion to go into Executive Session per Idaho Code 74-206 1(b)-"To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. Commissioner Maupin 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(b)-Evaluation at 1:45 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b) at 2:33 p.m. No decision was made as the Executive Session was for evaluation purposes.

Planning & Zoning Director, Cynda Herrick presented on the final plat for The Preserve at McCall Ranch Subdivision and provided a staff report to the commissioners for consideration. She presented on the amount of road right of way that was provided to Valley County. The commissioners had the opportunity to ask questions to Cynda and she responded accordingly. The landowner Mr. Christopher Finnerty provided additional statements to the commissioners and answered additional questions from the commissioners. Cynda provided additional comments to the commissioners regarding the requirements and Mr. Finnerty informed the commissioners about additional work that had been completed on the road and fire suppression storage.

Commissioner Maupin made a motion to approve the final plat for The Preserve at McCall Ranch Subdivision; accept the dedicated public right-of-way along Norwood Road and Johnson Lane totaling 1.57 acres; approve the Road Development Agreement that includes credit for the dedication of public right-of-way and the receipt of \$9,104 to be tracked in the Cruzen Area Capital Improvements Program; approve the Declaration of Private Roads; accept the Declaration of Covenants, Conditions, Restrictions, and Easements as presented; accept The Preserve at McCall Ranch Subdivision Escrow Agreement as adequate to financially assure completion; and, authorize the chairman to sign the plat, the Road Development Agreement, and Escrow Agreement. The motion is made with the understanding that building permits will not be issued until 1) roads are completed to a private road standard, 2) McCall Fire Department has signed off on the installation of the fire tank; 3) the developer's engineer submits a letter certifying roads and other improvements were constructed according to approved plans; that Cattail Creek Place is a private road; and, Valley County has no responsibility thereto. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck opened the Public Hearing for Amendments to Valley County Code: FAA Form 7460-1; Neighborhood Meeting Requirements; Motion for Reconsideration: Increase Densities in PUDs at 3:00 p.m. 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 regarding the proposed amendments to Valley County Code and described the process that has taken place before being submitted to the Valley County Board of County Commissioners for a public hearing. She presented on the proposed code changes for each matter. She also provided specific publication dates and public hearing dates that occurred for the Valley County Planning & Zoning Commission meetings. She also informed the commissioners about additional comments that had been received related to the matter.

Chairman Hasbrouck addressed the audience and provided an overview of how the public would be able to provide testimony to the commissioners regarding the proposed amendments to Valley County Code.

Mr. Pete Fitzsimmons who resides in McCall, Idaho, provided testimony to the commissioners regarding the proposed changes to the Valley County Code and specifically regarding the wording for highly recommended for neighborhood meeting requirements and proposed that the matter be required.

Mr. Gary Swain who resides in Lake Fork, Idaho, provided testimony to the commissioners regarding the neighborhood meeting requirement.

Mr. Joey Petri who resides in McCall, Idaho, provided testimony to the commissioners as a proponent to the requirement of a neighborhood meeting.

Chairman Hasbrouck asked to hear testimony from anyone who was uncommitted.

Mr. Steve Nissula who resides in Lake Fork presented to the commissioners as an uncommitted individual and asked about the neighborhood meeting requirement.

Chairman Hasbrouck asked to hear testimony from anyone who was opposed to the proposed amendments to Valley County Code.

Mr. David Galipoli who resides in McCall, Idaho, presented to the commissioners in opposition regarding the proposed changes in the increased densities in PUD code.

Mr. Joey Peitri who resides in McCall, Idaho, presented to the commissioners in opposition regarding the proposed changes in the increase densities in PUD code.

Mr. Charles Dennison who owns a home in Donnelly, Idaho, presented to the commissioners in opposition regarding the proposed changes in the increase densities in PUD code.

Mrs. Linda Eddy who resides in in Donnelly, Idaho, presented to the commissioners regarding the proposed changes related to the neighborhood meeting requirement. She would like the amendment to not be recommended but required. She provided testimony in opposition to the commissioners regarding the proposed changes in the amendment to the increase densities in PUD code. She also recommended a requirement for storage containers be painted a specific color.

Mr. Jim Rush who resides in Valley County provided testimony to the commissioners in opposition of the increase densities in PUD code.

Mr. Gary Swain who resides in Lake Fork, Idaho, presented to the commissioners in opposition regarding the proposed language changes in the amendment to the increase densities in PUDs. He provided additional comments to the commissioners regarding long term vision of development within Valley County.

Mrs. Linda Eddy, who resides in Donnelly, Idaho, provided additional testimony to the commissioners.

Mr. David Galipoli provided additional testimony to the commissioners.

Mr. Steve Nissula asked questions regarding the proposed changes in the appeal process. Planning & Zoning Director, Cynda Harris presented on the motion to reconsideration changes that were being proposed.

Mr. Joey Peitri presented to the commissioners and made a recommendation regarding PUD. He also provided testimony to the commissioners regarding proposed changes in recycling.

Mrs. Linda Eddy provided additional comments to the commissioners regarding.

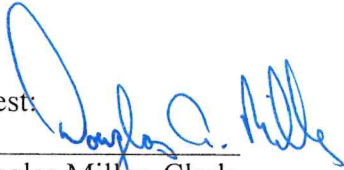
Mrs. Leah Dennison who owns a home in Donnelly, Idaho, provided testimony to the commissioners regarding the increase densities in PUDs requirements.

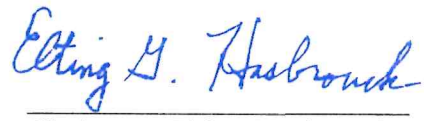
The commissioners discussed the comments that had been received and provided their opinions regarding the amendments that were submitted and recommendations that were made by the public. The commissioners submitted additional proposed changes to Planning & Zoning Director, Cynda Herrick regarding the neighborhood meeting requirement. The commissioners provided comments and proposed changes to the requirements for the FAA form 7460-1. Planning & Zoning Director, Cynda Herrick provided suggestions. The commissioners then discussed the requirement to paint storage containers and require covering and provided proposed changes to the code. The commissioners then discussed the increased densities in PUDs amendments. The commissioners provided their opinion regarding the proposed changes and discussed population growth in Valley County. Planning & Zoning Director, Cynda Herrick provided additional comments to the commissioners regarding increase densities in PUDs amendments. Chairman Hasbrouck proposed tabling the Public Hearing to Valley County Code: FAA Form 7460-1; Neighborhood Meeting Requirements; Motion for Reconsideration: Increased Densities in PUDs.

Cascade City Mayor, Judith Nissula presented during the opportunity for public to present to the commissioners. She reported on a grant that was applied for to create a heating district utilizing geothermal water. She was hoping that Valley County would consider being a part of the heating & cooling district but would come back in the future to provide more robust conversation. The commissioners scheduled a formal presentation on June 20<sup>th</sup>, 2023, at 9:30 a.m.

The commissioners adjourned at 5:00 p.m.



Attest:   
\_\_\_\_\_  
Douglas Miller, Clerk

  
\_\_\_\_\_  
Chairman, Elting Hasbrouck

# 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](mailto:ehasbrouck@co.valley.id.us)

**NEAL THOMPSON**  
*Commissioner*  
[nthompson@co.valley.id.us](mailto:nthompson@co.valley.id.us)

**SHERRY MAUPIN**  
*Commissioner*  
[smaupin@co.valley.id.us](mailto:smaupin@co.valley.id.us)

**DOUGLAS A. MILLER**  
*Clerk*  
[dmiller@co.valley.id.us](mailto:dmiller@co.valley.id.us)

## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 12, 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**

Clerk – Doug Miller

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 – Mike Savoie

**Action Item:** Request to Increasing Starting Pay for the Office Support Position in the Roads Department

Information Technology – Jeremy Wilcox

Planning and Zoning-Cynda Herrick

**Action Item:** Approve Resolution 23-09 Declaration of Vacation a Portion of Corral Creek Rd, a Public Right-Of-Way

Parks and Recreation- Larry Laxson

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

**Action Item:** Approve Valley County Fairgrounds Upgrades

11:00 Road & Bridge Presentation- Jeff McFadden

**Action Items:** Sign Road Project Agreement Between Valley County and the  
USDA, Forest Service, Payette National Forest  
Sign Ashton Lane Paving Contract  
Sign Clear Creek Road Paving Contract  
Sign East Roseberry Road Paving Contract  
Sign Loomis Lane Paving Contract  
Sign W4 Lane Paving Contract

11:30 Presentation from Ignite Idaho

11:55 Commissioner Discussion

**Action Items:** Meeting Minutes of June 5, 2023  
Sign Amendment to Financial Assistance Award  
Sign Assurances – Construction Programs  
Sign Idaho Department of Parks and Recreation Grant Agreement  
Forms  
Sign United States Department of Agriculture Certification  
Regarding Debarment

12:00 Recess for Lunch

1:00 Update on Commissioners Boards/Committees

1:20 **Action Item:** Discussion on Commissioner Email Storage

1:30 **Action Item:** Executive Session per Idaho Code 74-206 1(b) “To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student”-  
Evaluation

2:30 **Action Items:** The Preserve at McCall Ranch Subdivision – Final Plat  
Road Development Agreement and Financial Guarantees – Planning and  
Zoning Director, Cynda Herrick

3:00 **Public Hearing/Action Item:** Amendments to Valley County Code: FAA Form 7460-1;  
Neighborhood Meeting Requirement; Motion for Reconsideration: Increased Densities in  
PUDs

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Tuesday June 20, 2023