

Valley County Board of Commissioners

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SHERRY MAUPIN
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DOUGLAS A. MILLER
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
August 14, 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 August 14, 2023. Chairman Hasbrouck presented the commissioners' agenda for August 14, 2023. Chairman Hasbrouck made a motion to approve the commissioners' agenda for August 14, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for August 14, 2023.

Senior Deputy Auditor, Rheta Clingan presented the claims, board order claims to the commissioners. The commissioners had questions regarding the claims and board order claims. Senior Deputy Auditor, Rheta Clingan and Clerk, Douglas Miller responded accordingly.

Fiscal Year 2023 Claims

General Fund	\$ 196,967.09
Road & Bridge	\$ 83,554.11
District Court	\$ 366.35
Fairgrounds	\$ 79.04
Election Consolidation	\$ 6,362.57
Revaluation	\$ 5,298.52
Solid Waste	\$ 282,258.40
Weeds	\$ 1,917.04
Clerks Trust	\$ 1,105.31

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Pest Control	\$ 3,795.64
Waterways	\$ 2,878.36
McCall Donnelly Snowmobile	\$ 492.13
Smiths Ferry Snowmobile	\$ 34.30
Title III Funds	\$ 432.00
Extension Agent Fund	\$ 2,153.57
Auditors Trust	\$ 1,584.00
OHV Fund	\$ 504.45
PILT Fund	\$ 7,325.53

Total: **\$597,108.41**

Commissioner Thompson made a motion to approve the board order claims, claims and junior college applications as presented for August 14, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the board order claims, claims and junior college tuition applications for Mr. Dusk Pulliam, August Butti, Ms. Nicole Thiessen, as presented for August 14, 2023.

Assessor, Sue Leeper reported that the Assessor's Office was conducting an audit of solid waste fees to make sure that they have fees assessed to appropriate parcels. She advised that they were also conducting an audit of Southern Valley County Recreation fees. She reported on the completion of the scanning of the Assessor's documents. Assessor Leeper presented the data sharing agreement between the State of Idaho and Valley County. Cartographer, Lori Frederick informed the commissioners what information would be shared with the State of Idaho. Commissioner Maupin made a motion to approve the data sharing agreement between the State of Idaho and Valley County. Chairman Hasbrouck had additional questions regarding the agreement and who the data could be shared with. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the data sharing agreement between the State of Idaho and Valley County.

Clerk, Douglas Miller provided the commissioners with an update regarding the matters that the Clerk's Office had been working on to include the preparation of the Fiscal Year 2024 Budget, Clerk's Office matters, Courts. Clerk Miller informed the commissioners that he would be attending the annual Clerk's Conference in Salmon, Idaho, on from August 15th through August 17th and informed the commissioners that he would be becoming the president of the Clerk's Executive Committee.

Chief Deputy Prosecuting Attorney, Brian Oakey reported on a jury trial that would be taking place on Tuesday & Wednesday. He reported on the attendance of the Idaho Prosecuting Attorney Conference. He provided an overview of information that he would like to have specialized training on. He reported on an upgrade to the Prosecuting Attorney software that went live last week and explained that the software was purchased through Karpel. He presented on changes in job assignments within the Valley County Prosecuting Attorney's Office. The commissioners had questions for Chief Deputy Prosecuting Attorney, Brian Oakey and he responded accordingly.

Sheriff, Kevin Copperi provided the commissioners with an update involving the Sheriff's Office and reported on a conference that he attended. He provided the commissioners with an average of inmates at the Valley County Jail to include local inmates, IDOC inmates and out of town

inmates. He reported on the deputies who completed the Idaho Post Academy. He informed the commissioners that Sergeant Littrell would be resigning at the end of the month. He reported on applications that had been received for the open positions. He presented to the commissioners that the Sheriff's Office had appointed Jeremy Mitchel to Lieutenant. Jail Commander, Mike Lacroix presented the addendum to Sawtooth Medical Agreement and provided an overview of the agreement. Chairman Hasbrouck made a motion to approve the addendum to the Sawtooth Medical Agreement. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the addendum to the Sawtooth Medical Agreement. Sheriff Copperi presented an update on criminal crimes that were being investigated and the commissioners requested statistics.

Treasurer, Johanna Defoort provided the commissioners with an update regarding the 2nd half payment of LACTF Funding and wanted to check in with the commissioners regarding the possibility of investing those funds in the future. Treasurer Defoort provided the commissioners with a few ideas on how she felt that the funds should be invested and presented on the possible rates that would be available. She advised that she will have the investment strategies to present to the commissioners next week. She informed the commissioners that one of the tax deed properties had been redeemed and advised that there were two properties scheduled for action on September 18, 2023. She informed the commissioners that she just returned from the Idaho Association of Counties Treasurer conference and provided the commissioners with an overview of matters that were discussed during the conference and presentations that were conducted. She discussed proposed resolutions that were discussed by the Treasurer's at the conference to submit to the entire Idaho Association of Counties body. She informed the commissioners that she was appointed as the Treasurer to be the liaison between the Treasurer's and the Idaho State Tax Commission.

Building Director, Annette Derrick provided the commissioners with an update regarding the amount of building permits that have been issued, which was 228 building permits. She presented on the upgrades to the building permit software and advised that the Building Department would be going live within the next few months. Commissioner Maupin requested a workshop to discuss collection of the Fire Department impact fees.

Senior Misdemeanor Probation Officer, Jacques Lafay and Juvenile Probation Officer, Dee Dee Phillips provided the commissioners with an update regarding the Adult Misdemeanor Probation statistics. He advised that there were 102 active misdemeanor cases that were being supervised by the probation department. The commissioners asked questions related to successful probation and Jacques responded accordingly. Jacques Lafay reported that Steve Ryan was attending the Idaho P.O.S.T. Academy for probation and would be graduating on September 5th, 2023. He reported on the partnership with Idaho Department of Corrections and reporting on additional partnerships that were taking place. He presented on the board that Probation Officer, Molly Wilson was participating on. Juvenile Probation Officer, Dee Dee Phillips reported that she had 19 active juvenile probation cases, 7 active diversion cases, and she reported on programs that were being utilized by individuals on probation. She reported that there were 28 pre-trial cases and provided the commissioners with an update regarding an additional time on the Court calendar to address emergency matters. Ms. Phillips informed the commissioners about training that she was conducting for Idaho Department of Juvenile Corrections and reported that she presented at the Northwest Alcohol Conference.

University of Idaho Extension Educator, Melissa Hamilton requested that 4-H Coordinator, Alyson Statz provide the commissioners with an update regarding Valley County Fair. Alyson

Statz provided the commissioners with an update of the success of the Valley County Fair and the number of participants. She reported on the success of the auction for kid's animals and the add-ons that were included. She thanked the employees for their assistance during the fair. She advised that there would be a recognition day planned in the future. Melissa Hamilton provided the commissioners with an update of programs that she had been involved with to include Master Gardeners, Junior Master Gardeners, succession planting, community educator, working on U of I extension agreement, involvement with Valley County Opioid Response Team.

Human Resource Director, Mike Savoie provided the commissioners with an update regarding positions in Valley County that have been filled and reported when they would be starting. He reported on openings that were currently being posted and resignations that he was made aware of. He presented recruitment opportunities that he was using to increase recruitment for Valley County. The commissioners suggested publishing the benefit package offered by Valley County to increase interest in openings within Valley County.

IT Director, Jeremy Wilcox provided the commissioners with an update that the IT Department had been addressing over the weekend. He presented the Zply Agreement for network services at the AmeriTitle Building for the Prosecuting Attorney's Office. Commissioner Maupin made a motion to approve the Zply Agreement for network services at the AmeriTitle Building. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Zply Agreement for network services at the AmeriTitle Building.

IT Director Wilcox presented the IRON contract for network and 911 services and explained the contract to the commissioners. Chief Deputy Prosecuting Attorney, Brian Oakey also provided his legal opinion to the commissioners regarding the wording in the contract. Commissioner Maupin made a motion to approve the IRON contract for network and 911 services. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the IRON contract for network and 911 services.

Planning & Zoning Director, Cynda Herrick reported to the commissioners that the Planning & Zoning Department had been extremely busy and presented on final plats that would be before the commissioners. She discussed the transition to new technology within the Planning & Zoning Department which will assist with code enforcement and planning & zoning matters. She discussed the proposed RDA workshop that was scheduled for August 21, 2023.

Recreation Director, Larry Laxson provided the commissioners with an update of work that was conducted at Brush Creek to allow for campers. He reported on repairs that needed to be made at Andersen Creek but advised it wouldn't impact the snow grooming program. He informed the commissioners that the Francie Wallace roof repair would need additional material. He reported that the Land Advocation Coalition had been postponed. Larry was requesting information from the commissioners regarding Perpetua. Larry had concerns regarding the revenue that was being generated from the Forest Service after timber harvest. Commissioner Maupin would like to have a discussion in the future with the Recreation Department related to pathway programs.

Facility Director, Scott Clingan presented the Hazardous Waste Agreement with Clean Earth for the Valley County Hazardous Waste Program. He explained the agreement to the commissioners. Chairman Hasbrouck made a motion to approve the Hazardous Waste Agreement with Clean Earth. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Hazardous Waste Agreement with Clean Earth.

Facility Director, Scott Clingan presented the Matt Loomis Bull-Riding Event at Valley County Fairgrounds and reported that he also received the proof of liability insurance. Commissioner Maupin made a motion to approve the Matt Loomis Bull-Riding Event at Valley County Fairgrounds. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Matt Loomis Bull-Riding Event at Valley County Fairgrounds.

Facility Director, Scott Clingan presented the bid from Alpha Grange Nursery for landscaping at the McCall Annex and explained the work that would be completed. Commissioner Maupin made a motion to approve the bid from Alpha Grange Nursery for landscaping at the McCall Annex. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the bid from Alpha Grange Nursery for landscaping at the McCall Annex.

Facility Director Clingan reported that the material for the new recycling building had been delivered and reported that the request for proposal had been published and would be opened next week. He was optimistic that the project would be completed before the end of the year. He provided an overview of the work that would be conducted. The commissioners had the opportunity to ask questions about the construction of the building and Facility Director Clingan responded accordingly.

Road Director, Jeff McFadden presented the master service agreement for consultant services between Valley County Road & Bridge and Burgess & Niple, Inc. He explained the work that would be conducted by Burgess & Niple and the issue that was discovered. The commissioners requested setting up a workshop with the Forest Service to discuss the requirements to maintain FRTA roads because they have concerns regarding utilizing road department funding to replace bridges that are on Forest Service roads. Commissioner Thompson made a motion to approve the master service agreement for consultant services between Valley County Road & Bridge and Burgess & Niple. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the master service agreement for consultant services between Valley County Road & Bridge and Burgess & Niple.

Road Director McFadden requested permission from the commissioners to surplus specific equipment. Jeff provided a list of the equipment that he would like permissions from the commissioners to surplus. A list will be appended to the commissioner meeting minutes. He advised that he would be utilizing Govdeals to conduct the auction. Chairman Hasbrouck made a motion to approve the surplus of the items as presented by Road Director, Jeff McFadden. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the surplus of the items as presented by Road Director, Jeff McFadden.

Road Director McFadden presented a work injury that occurred and advised that he was working with Human Resource Director, Mike Savoie. He reported on road improvements that were being made on the Valley County floor and gave an update on the work that was conducted. He advised that he was down four employees but was continuing to recruit. He informed the commissioners that his new office staff employee would be starting on August 15, 2023.

Durena Farr with Valley Soil & Water Conservation District presented the Valley Soil & Water Conservation District Financial Support form. Commissioner Thompson made a motion to approve the Valley Soil & Water Conservation District Financial Support form. Commissioner

Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley Soil & Water Conservation District Financial Support form.

Chairman Hasbrouck presented the commissioner meeting minutes from August 7, 2023. Commissioner Thompson made a motion to approve the commissioner meeting minutes from August 7, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from August 7, 2023.

The commissioners recessed for lunch at 11:49 a.m.

The commissioners returned from lunch at 1:02 p.m.

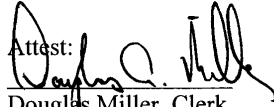
Chairman Hasbrouck began the workshop with Lake Shore Disposal to discuss the operations of the Valley County Solid Waste Transfer Site. Members in attendance were Mark Fullweiler, District Manager of Lake Shore Disposal, Meg Maguire, Financial Controller for Lake Shore Disposal, Gary Steward, Operation Manager for Lake Shore Disposal. The commissioners opened the conversation to discuss current operations and expectations of on-going operations. Chief Deputy Prosecuting Attorney, Brian Oakey was in attendance to discuss the existing contract and determine legal responsibilities included in the contract and asked if in the future the contract should be amended. The commissioners and Lake Shore Disposal had an opportunity to discuss potential changes that would benefit both entities and discussed opportunities to have regular meetings to make sure both organizations are satisfied with operations. Chief Deputy Prosecuting Attorney, Brian Oakey recommended that Valley County and Lake Shore Disposal begin modifying a future contract.

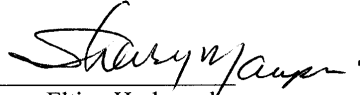

Chairman Hasbrouck began the presentation with Clearwater Financial and the Citizens Committee that was created related to Master Facility Plan. Mr. Cameron Aerial with Clearwater Financial provided an overview of the work that was completed by the Citizens Committee and Clearwater Financial. Treasurer, Johann Defoort presented on the committee members that participated and explained the work that was done. Ms. Lindsey Harris was acting as the spokesperson for the Citizens Committee and presented to the commissioners the process and the recommendations. The commissioners heard all the recommendations from the citizens committee and had access to the survey that was conducted from individuals and employees who were visiting the Valley County Courthouse. The commissioners requested that Clearwater Financial move forward with the Master Financial Plan.

Stephanie Nelson with Wildfire Protection Associates presented on a proposed Valley County Firewise project for hazardous fuel reduction that would be on Valley County owned property and she described the fuel reduction that would be conducted by Specialized Land Works. Commissioner Maupin made a motion to approve Valley County Firewise project grant for Williams Creek. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Valley County Firewise project grant for Williams Creek.

Grant Writer Kenzie Castor and Chief Deputy Clerk Gabrielle Knapp gave the commissioners an update on the childcare expansion grant. They reported that WICAP has withdrawn from our partnership. The committee approached Cascade School District to partner with going forward. The commissioners gave their support to work towards a partnership with Cascade School District.

The commissioners adjourned at 3:43 p.m.

Attest: 
Douglas Miller, Clerk


Chairman, Elting Hasbrouck
Acting Chairman 

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday August 14, 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.

8:00 **Action Item:** Call to Order – Pledge of Allegiance – Approve Agenda

8:00 Fiscal Year 2024 Budget Workshop to Review Entire Proposed Budget

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

Action Item: Approve Data Sharing Agreement with the State of Idaho

Clerk – Doug Miller

Prosecutor – Brian Naugle

Sheriff – Kevin Copperi

Action Item: Addendum to Sawtooth Medical Agreement for Valley County Jail

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

Information Technology – Jeremy Wilcox

Action Items: Discuss and Request Approval and Signature for Ziplly Agreement for Network Services at AmeriTitle Building for Prosecutor's Office
Discuss and Request Approval and Signature for IRON Contract for Network and 911 Services

Planning and Zoning-Cynda Herrick

Parks and Recreation- Larry Laxson

- 10:30 Buildings and Grounds / Solid Waste- Scott Clingan
Action Item: Hazardous Waste Agreement with Clean Earth
Approve Special Event Application for Bull-Riding Event at Valley
County Fairgrounds
Approve and sign Alpha Bid for Annex Landscaping and Claim for
Down Payment
- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Items: Sign Master Service Agreement for Consultant Services
Between Valley County Road & Bridge and Burgess & Niple, Inc.
Surplus Equipment
- 11:30 Presentation from Valley Soil & Water Conservation District
Action Item: Sign Valley Soil & Water Conservation District Financial Support
Form
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of August 07, 2023
- 12:00 Recess for Lunch
- 1:00 Workshop with Lake Shore Disposal to Discuss Solid Waste Transfer Site Operations
- 2:00 Presentation from Clearwater Financial and Insight Architecture Related to Master
Facility Plan and Citizens Committee Recommendations
- 3:00 **Action Item:** Valley County Firewise Project Grant, Contract for Hazardous Fuel
Reduction, Specialized Land Works
Update: Valley County Firewise Project – Stephanie Nelson
- 3:30 Update on Childcare Grant – Kenzie Castor and Gabrielle Knapp
- Opportunity for Public to Present to the Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday August 21, 2023