

Valley County Board of Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
September 11, 2023**

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

Excused Absence: NEAL THOMPSON (COMMISSIONER)

Chairman, Elting Hasbrouck led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for September 11, 2023. Chairman Hasbrouck made a motion to approve the commissioners' agenda as presented for September 11, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda as presented for September 11, 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	\$339,258.50
Road & Bridge	\$143,724.53
District Court	\$13,891.77
Fair	\$111.29
Election Consolidation	\$\$91.39

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Revaluation	\$7,809.59
Solid Waste	\$305,040.18
Weeds	\$2,527.68
Pest Control	\$483.59
Waterways	\$4,920.75
McCall Donnelly Snowmobile	\$1,383.20
Warm Lake Snowmobile	\$323.62
Smiths Ferry Snowmobile	\$136.41
Title III Funds	\$11,000.00
Extension Agent Fund	\$493.39
Total:	\$831,195.89

Action Item: Chairman Hasbrouck made a motion to approve the claims and board order claims as presented for September 11, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented.

Assessor, Sue Leeper informed the commissioners that the solid waste fee audit has been completed as well as the homeowner exemption fees. She also advised that they were also auditing the South Valley County Recreation fees. She informed the commissioners that she would be attending a drivers' conference. Idaho Association of counties conference scheduled for September 25 through September 27th. She also informed the commissioners about the Board of Tax Appeal hearings that had been scheduled.

Clerk, Douglas Miller provided an update to the commissioners related to matters involving the Clerk's Office including implementation of new financial software, courts, and election matters.

Action Item: Chief Deputy Prosecuting Attorney, Brian Oakey presented the lease with AmeriTitle. Chairman Hasbrouck made a motion to approve the lease with the AmeriTitle Building. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the lease with AmeriTitle Building for the Prosecuting Attorney's Office.

Chief Deputy Prosecuting Attorney, Brian Oakey provided the commissioners with an update regarding the work being conducted by the Valley County Prosecuting Attorney's Office.

Sheriff, Kevin Copperi shared with the commissioners that the Sheriff's Office had been busy with transports, courthouse security, regular patrol. He provided the commissioners with an update regarding the patrol of the Waterways division. He reported that there were four applications for the detention deputy positions at the Valley County Jail and two for deputy patrol positions.

Treasurer, Johanna Defoort reported to the commissioners that the Treasurer's Office was preparing for the tax drive and warrants of destraint. She advised that there might be Public Administration case that she was working on and provided a brief overview of the process. She discussed the complexity of the tax drive this year because of new law and reported on timelines.

She informed the commissioners that she had a meeting with Idaho First Bank leadership and provided an overview of the meetings that were discussed.

Senior Misdemeanor Probation Officer, Jacques Lafay presented to the commissioners regarding the Court Services Department and provided a detailed account of the work that was being conducted by Juvenile Probation Officer, Dee Dee Phillips, Misdemeanor Probation Officer, Molly Wilson, and Steve Ryan. He reported that Steve Ryan graduated from the Idaho P.O.S.T. Academy on September 1st, 2023. He presented that the pre-trial case numbers were down, but the misdemeanor probation caseload was increasing.

University of Idaho Extension Educator, Melissa Hamilton provided the commissioners with an update related to the work that was being conducted by the University of Idaho Extension Office. She presented on the Community Development Workcamp that was going to take place and advised that the deadline for application was the end of September. She advised that was working as a supporting partner with the West Central Mountains Economic Development and discussed the annual conference that would be occurring. She also discussed that she had a place holder for trails programs. She reported on the Master Gardner Planning meeting and discussed the annual budget for the University of Idaho Extension Office for Fiscal Year 2024. Commissioner Maupin discussed the housing needs assessment with Melissa and requested that be added to the website. She also presented on the community educator alliance meetings and the purpose of the organization. She advised Friday was the deadline for individuals to submit the application for AmeriCorps position and provided a brief overview of the position. She advised that there were six available positions across the State of Idaho. The commissioners suggested options to recruit for the positions. 4-H Coordinator, Alyson Stats provided the commissioners with statistics on the animal market sale that occurred during the Valley County Fair. A full copy of the cost breakdown will be appended to the commissioner meeting minutes. She advised that she was attempting to create a more programing in the City of McCall. Commissioner Maupin asked about the process of the animal market sale and Alyson provided a few suggestions to streamline the process. Sue Leeper who assists in the collection of the animal market sales provided an overview of fees that had been collected and what needs to be collected.

Human Resource Director, Mike Savioe reported that he was working on a few personnel matters and recruiting for open positions. He advised that he would like to publicize for the newly created positions with Valley County for civil attorney, full-time 4-H assistant, and civil engineer. He presented that he was working with Stephanie Nelson on the position that would be funded with the Good Neighborhood Authority funding.

IT Director, Jeremy Wilcox provided the commissioners with update of work that was being conducted by the IT Department. He gave an update regarding the fiber connection to the Lake Fork Shop and the AmeriTitle Building.

Action Item: Planning & Zoning Director, Cynda Herrick reported that the Planning & Zoning Department continued to be busy with new applications. She presented the finding of facts and conclusions of law for CUP 23-17 The Cottages and Trillium Creek. She reported to the commissioners that there were corrections that were made to the finding of facts and conclusions of law. Chairman Hasbrouck made a motion to approve the facts and conclusions for CUP 23-17 The Cottages and Trillium Creek, Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed.

Planning & Zoning Director, Cynda Herrick reported on trainings that she would be attending and Commissioner Maupin reported on award that Valley County would be receiving for the Waterways Master Plan that was developed.

Recreation Director, Larry Laxson presented that he was still working on the Idaho Department of Parks and Recreation to obtain a permit for the snowmobile grooming program. He reported on the cleanup that was conducted by United Payette at the Turkey Track Trail. Larry reported on an inspection that would be conducted on the fishing bridge at Tamarack Falls and he advised that the Road Department was going to have a formal inspection conducted. He reported on repairs that were being completed at Francie Wallace. Commissioner Maupin asked about the expansion of France Wallace and Larry provided an overview of the work that was being done.

Action Item: Recreation Director, Larry Laxson presented the contract for services and memorandum of understanding with Valley County Pickleball Association. Chairman Hasbrouck made a motion to approve the contract for services and memorandum of understanding with the Valley County Pickleball Association. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the contract for services and memorandum of understanding with the Valley County Pickleball Association.

Facility Director, Scott Clingan provided the commissioners with an update regarding the construction of the new Recycling Center. He reported on the landscaping that was being done at the McCall Annex. He advised the new furnace would be installed at the University of Idaho Extension Building. He reported that next Monday would be the opening of the bids for propane services and elevator services. He advised that there was leaking discovered in the new facility building that he would be receiving a bid to repair. Commissioner Maupin reported that she had a conversation with Ikola Logging about creating a formal woody biomass program. Scott informed the commissioners about the condition of the woody debris pile and explained the work that needed to be done by Lake Shore Disposal. He reported on the preparations that were being done to be ready for winter maintenance. Commissioner Maupin asked about the renovations of the Valley County Fairgrounds. Scott advised that he would speak with Olson Excavation to determine when the work would be completed. Chairman Hasbrouck asked about the painting of the interior of the Valley County Courthouse and reported that he had spoken with a company that was interested. Scott advised that he would be completing a request for proposal for the painting to be done.

Action Items: Mickee Ellis representing the Valley County Road Department on behalf of Jeff McFadden presented the agreement with Insight Architecture for the design of the Valley County Road Department shop at Gold Dust. Commissioner Maupin had questions related to the engineering work that would be completed and requirement of a conditional use permit. The commissioners discussed the work that would be completed by Insight Architecture. Commissioner Maupin made a motion to approve the agreement and the shop design proposal with Insight Architecture. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement and the shop design proposal with Insight Architecture.

Action Item: Mickee Ellis presented the agreement with Boise National Forest for crack seal on National Forest System Road #474. Commissioner Maupin made a motion to approve the

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agreement with Boise National Forest for crack seal on National Forest System Road #474. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement with Boise National Forest for crack seal on National Forest System Road #474.

Casie Carnes representing the Valley County Fair Board provided a presentation to the commissioners regarding the operations of the Valley County Fair & Rodeo that occurred in August of 2023. The commissioners had several questions regarding the funding of the Valley County Fair & Rodeo and operational costs.

Chairman Hasbrouck began the workshop related to the collection of impact fees. Planning & Zoning Director, Cynda Herrick discussed the requirements in collection of impact fees and the ordinance public hearings. Commissioner Maupin asked for collection of who would be collecting the impact fees and distribution of the fees. McCall Fire Chief, Garrett de Jong provided an overview of the plan that would be implemented and suggested a joint meeting with fire board commissioners and Valley County Board of County Commissioners to determine a formal process.

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

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

Action Item: Chairman Hasbrouck presented the commissioner meeting minutes from August 28th, August 31st, and September 5th of 2023. Chairman Hasbrouck made a motion to approve the commissioner meeting minutes from August 28th, August 31st, and September 5th of 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from August 28th, August 31st, and September 5th of 2023.

Chairman Hasbrouck advised that the commissioners would be providing an update on commissioner's Boards. He advised that Raul Labrador had resigned from the District 4 Central Health District and they were recruiting for a replacement. He provided a brief overview of matters being discussed in the Central Health District. Commissioner Maupin advised that WICAP was going through a financial audit, and she had concerns about what kind of service Valley County was receiving at this time. She advised food boxes were still being delivered and she reported that she was still engaged. She reported on the Stibnite Road collaborative and reported on the information she was providing. She reported on the planning for the economic summit with West Central Economic Development Council. She also presented on her conversation with the members of the IRON Network committee. She discussed a regional board being created to discuss community issues between the counties and cities. She advised that tomorrow she would be going to Washington D.C. for the PILT and SRS Funding to advocate for stable funding. She expressed concerns that PILT and SRS Funding would be cut from the Federal Budget. She advised that she was on the Legislative Committee and there would be a kickoff meeting during the September Idaho Association of Counties meeting. She advised that short-term rentals would be a topic to discuss and felt that there was a need to address short-term rentals in communities. She reported that she stepped off the workforce development council with National Association of Counties. She presented on the work that was accomplished and a video that she would assist with creating.

Action Item: Chairman Hasbrouck opened the Public Hearing for Pathways Sampson Trail at 1:30 p.m. and asked the commissioners if there was any ex-parte or conflict of interest. The commissioners advised that there was no ex-parte or conflict of interest. Chairman Hasbrouck asked to hear a staff report. Recreation Coordinator, Dave Bingaman provided a staff report to the commissioners regarding the Pathways Sampson Trail regarding the proposed project. He advised that the public hearing today was to approve the formal project and explained the outreach that had been done with impacted residents. He reported that there were 42 individuals who attended an open house to discuss the project. He advised that they were finalizing the memorandum of understanding with the City of McCall and discussed that there were additional permitting requirements. He also presented on the Army Corps of Engineering report. Chairman Hasbrouck clarified that no work could be started until the reports are completed and Recreation Planner, Dave Bingaman advised that was correct. Commissioner Maupin asked about connections to other pathways. Dave presented on what pathways the project would potentially connect to in the future. Chairman Hasbrouck asked who would be maintaining the pathways and Dave explained the proposed maintenance schedule of the pathway.

Chairman Hasbrouck asked to hear testimony from those who were proponents of the proposed project.

Mr. Steve Steubner who represents Valley County Pathways and resides in Valley County, presented to the commissioners as a proponent of the proposed project.

Chairman Hasbrouck asked to hear testimony from those who are uncommitted. The record would reflect that there was no one who testified as uncommitted.

Chairman Hasbrouck asked to hear testimony from those who were opposed. The record would reflect that there was no one who provided testimony in opposition.

Chairman Hasbrouck closed the Public Hearing at 1:42 p.m. and brought the matter back for deliberations. Chairman Hasbrouck made a motion to approve the Pathways for Sampson Trail as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Pathways for Sampson Trail as presented.

Action Item: Public Defender, Scott Erikson was in attendance to present the Public Defender contract for Fiscal Year 2024. He also provided the commissioners with an update regarding the statewide public defender that would take effect on July of 2024. The commissioners had the opportunity to ask Mr. Erikson about the statewide public defender system and he responded accordingly. He talked about a transition team that would be coming in and the dissolution of the Public Defense Commission. Commissioner Maupin made a motion to approve the public defender contract with Scott Erikson for Fiscal Year 2024. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the public defender contract with Mr. Scott Erikson for Fiscal Year 2024.

Chairman Hasbrouck presented the Valley County Fiscal Year 2024 Indigent Defense Financial Agreement with Public Defense Commission. Commissioner Maupin made a motion to approve the Valley County Fiscal Year 2024 Indigent Defense Financial Agreement with the Public Defense Commission. Chairman Hasbrouck seconded the motion. No further discussion, all in

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favor. Motion passed to approve the Valley County Fiscal Year 2024 Indigent Defense Financial Agreement with the Public Defense Commission.

The commissioners began the discussion related to the naming rights of the pickleball courts. Ms. Evelyn Banfield from the Valley County Pickleball Club presented to the commissioners on the donation that was made for the naming rights of the pickleball courts had concluded and the agreement after the donation was received was to name the courts on behalf of the donor. She advised that if the courts were not named after the donor the donation for naming rights would need to be returned to the donor. The commissioners were adamant that the courts be named the Valley County Pickleball Courts. Ms. Banfield advised that there would be an open house at Shiloh Conference Center on Thursday September 14th, 2023, at 10:00 a.m. She also wanted to make sure that in the contract it reflected that Valley County was going to provide a vaulted toilet. Recreation Director, Larry Laxson advised that Valley County would be applying for a grant for a vaulted toilet but if a grant was not awarded Valley County would be providing port-a-potties. She also wanted to know if Valley County would provide signage for directions to the future courts. It was explained that they could contact Idaho Department of Transportation to request signage. There was also conversation regarding the possibility of a roof being constructed in the future.

Action Item: Chairman Hasbrouck opened the Public Hearing for CUP-23-03 TBD Oakwood Dr. Martin Potucek at 3:07 p.m. Chairman Hasbrouck asked 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 related to the CUP-23-03 TBD Oakwood.

Dr. Martin Potucek the applicant presented on the reasons for the CUP-23-03 TBD Oakwood.

McCall City Planner, Brian Parker provided a staff report to the commissioners related to the CUP-23-03.

Chairman Hasbrouck asked if there was any testimony from opposed. The record would reflect that there was no one in attendance to provide testimony.

Chairman Hasbrouck asked if there was any one present to provide testimony as undecided. The record would reflect that there was no on in attendance to provide testimony.

Chairman Hasbrouck asked to hear testimony from anyone who was a proponent. The record would reflect that there was no on in attendance to provide testimony.

Chairman Hasbrouck closed the public hearing at 3:12 p.m. and brought the matter back for deliberations. Commissioner Maupin made a motion to approve CUP-23-03 TBD Oakwood. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve CUP 23-03 TBD.

Chairman Hasbrouck made a motion to go into Executive Session per Idaho Code 74-206 1(f)-“To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.” Commissioner Maupin seconded the motion. No further discussion, all in

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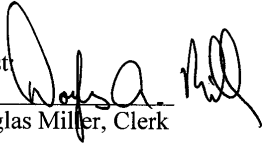
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favor. Motion passed to go into Executive Session per Idaho Code 74-206 1(f)-Litigation at 3:15 p.m.

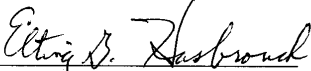
Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 4:34 p.m. No decision was made after the Executive Session.

The commissioners adjourned at 4:35 p.m.

Attest



Douglas Miller, Clerk



Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday September 11, 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

Prosecutor – Brian Naugle

Action Item: AmeriTitle Building Lease Renewal

Sheriff – Kevin Copperi

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

Planning and Zoning-Cynda Herrick

Action Item: CUP 23-17 The Cottages and Trillium Creek - Facts and Conclusions

Parks and Recreation- Larry Laxson

Action Item: Contract For Service – ARPA/SLFRF Contribution Valley County Pickleball Association

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

- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Item: Approve Insight Road Department Shop Design for Gold Dust Shop and Agreement with Insight Architecture
Approve
Approve Agreement with Boise National Forest for Crack Seal on National Forest System Road #474
- 11:30 Valley County Fair Board Presentation on Valley County Fair & Rodeo
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of August 28, 2023
Meeting Minutes of August 31, 2023
Meeting Minutes of September 5, 2023
- 11:45 Impact Fees: Comprehensive Plan Amendment and Ordinance to Adopt Impact Fees – Planning and Zoning Director, Cynda Herrick
- 12:00 Recess for Lunch
- 1:00 Update on Commissioner’s Boards
- 1:30 **Public Hearing/Action Item:** Public Hearing for Pathways Sampson Trail
- 2:00 **Action Items:** Public Defender Contract for Fiscal Year 2024
Valley County FY 2024 Indigent Defense Financial Assistance Agreement
- 2:15 **Action Item:** Discussion on Naming Rights on the Pickleball Courts
- 3:00 **Public Hearing/Action Item: CUP-23-03 TBD Oakwood Dr Martin Potucek**
An application for a Conditional Use Permit to construct and operate an 834 square foot agricultural shed structure as the primary structure and use on a Residentially zoned property. Shed will provide propagation space and storage for landscaping materials and will not require utilities. The Property is Zoned R4 – Low Density Residential and is more particularly described as:
Lot 13 of Group D of Payette Lakes Club Subdivision, situate in the SE ¼ of the SE ¼ of Section 6, T18N, R3E, B.M., Valley County, Idaho.
- 4:00 **Action Item:** Executive Session per Idaho Code 74-206 1(f)-“To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday September 18, 2023