

Valley County Board of Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
November 27, 2023**

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

Chairman, Elting Hasbrouck led the Pledge of Allegiance.

Action Item: Chairman Hasbrouck presented the commissioners' agenda for November 27, 2023. Commissioner Thompson made a motion to approve the commissioners' agenda for November 27, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for November 27, 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	\$ 194,785.32
Road & Bridge	\$ 73,142.75
District Court	\$ 4,011.37
Revaluation	\$ 3,038.43
Solid Waste	\$ 754.20
Weeds	\$ 1,335.52
Waterways	\$ 2,359.56

McCall Donnelly Snowmobile\$ 879.16
 Cascade Warm Lake Snowmobile\$ 645.40
 Sheriffs Capital Equipment \$ 2,575.70

Title III Funds \$ 402.80
 Extension Agent Fund \$ 3,179.70
 OHV Fund \$ 473.42
 ARPA Funds \$ 6.42

Total: **\$287,589.75**

Action Item: Commissioner Thompson made a motion to approve the claims, board order claims and junior college application for Mary Zimmer. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims, board order claims and junior college application for Mary Zimmer.

Assessor, Sue Leeper provided the commissioners with an update regarding matters involving the Assessor’s Office including missed rolls and occupancy rolls.

Clerk Douglas Miller provided the commissioners with an update on matters involving the Clerk’s Office.

Prosecuting Attorney, Brian Naugle informed the commissioners about the increase of felony cases that the Prosecuting Attorney’s Office has been handling. He reported on the new legal assistant that was hired and provided her start date. He also provided the commissioners with an update regarding a few higher profile cases.

Sheriff Kevin Copperi informed the commissioners about the state inmate population at the Valley County Jail. He also reported on the new patrol deputy’s completion of the FTO Training. He provided the commissioners with an overview of the transition from the summer recreation patrols to the winter recreation patrols. The commissioners had questions for Sheriff Copperi, and he responded accordingly.

Treasurer, Johanna Defoort informed the commissioners that the tax bills mailing had started and provided the commissioners with an explanation of how individuals can pay their property taxes.

Action Item: Treasurer Defoort provided the commissioners with an overview of the ARPA Dollars investments and explained different options for the commissioners to consider regarding the options for reinvestments. Commissioner Thompson made a motion to approve the reinvestment of ARPA dollars into the LGIP Account. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the reinvestment of ARPA dollars into the LGIP Account.

Action Item: Treasurer Defoort presented that the Planning & Zoning Office wanted to accept credit card payments and she presented the Access Idaho agreement for the commissioners to consider for the Planning & Zoning Office to be able to accept credit card payments.

Commissioner Maupin made a motion to approve the Credit Card Payment Contract with Access Idaho. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed approve the Credit Card Payment Contract with Access Idaho.

Building Director, Annette Derrick reported to the commissioners that building plans have slowed down, but inspections have continued. She reported that the Building Department has issued 440 building permits since January of 2023. She explained the inspections that will be conducted for storage containers. The commissioners asked if the Building Department had collected any fire district impact fees and she responded accordingly.

Jacques Lafay with Valley County Court Services presented the Annual Juvenile Justice report. Clerk, Douglas Miller was able to respond to questions asked by the commissioners. Commissioner Thompson made a motion to approve the Annual Juvenile Justice Report for Fiscal Year 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Annual Juvenile Justice Report for Fiscal Year 2023.

Jacques Lafay presented the Canyon County Juvenile Detention Center Housing Agreement for Fiscal Year 2024. Commissioner Maupin made a motion to approve the Canyon County Juvenile Detention Center Housing Agreement for Fiscal Year 2024. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Canyon County Juvenile Detention Center Housing Agreement for Fiscal Year 2024.

University of Idaho Extension Educator, Melissa Hamilton introduced all members of the University of Idaho Extension Office to the commissioners. 4-H Coordinator, Alyson Statz provided the commissioners with an update regarding the newest addition of employees. Alea Bunker provided an overview of the 4-H programs that were being offered and updated to the commissioners on the enrollments that have been occurring. Amy Reese AmeriCorps Youth instructor provided the commissioners with an update on afterschool programs that were being offered within Valley County. University of Idaho Extension Educator, Melissa Hamilton further provided an update of work that was being conducted by the University of Idaho including the Master Gardner Program and she reported that her supervisor, Dr. Momont would be in town observing. Melissa had questions for the commissioners regarding an opportunity for specific training for members of the public for small business opportunities and described the training that was being offered and asked if there were any funds available through Valley County Junior College Tuition Funds. It was explained that those funds had to be used specifically for Junior Colleges. The commissioners suggested utilizing Economic Development funds to be used for the training that was being proposed. Melissa also presented a grant opportunity for the master gardening program for a specific type of garden. The commissioners requested additional information before they were in support of the grant that was being described.

IT Director, Jeremy Wilcox reported on IT related issues while he was out on vacation and provided the commissioners with a report on improvements that were being worked on to include internet connection at the Lake Fork Shop and at the AmeriTitle building. He also informed the commissioners that the individual that was offered the IT Analyst position could not find housing and declined the offer, and he will be posting the position again.

Action Item: IT Director, Jeremy Wilcox presented the Pacific Office Automation Lease agreement and explained that modification to the existing agreement. Commissioner Thompson made a motion to approve the Pacific Office Automation Lease Agreement. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed approve the Pacific Office Automation Lease Agreement.

Planning & Zoning Director, Cynda Herrick reported that she was working with GIS Analyst and Dispatch regarding addressing cleanup to include addresses in the McCall Area of Impact. The commissioners had questions and Cynda responded accordingly. She reported on additional training that members of the Planning & Zoning Office would be attending. The commissioners asked about the interviews that were scheduled for the Planning & Zoning openings and Cynda responded.

Recreation Director, Larry Laxson provided the commissioners with an overview of what the Recreation Department was working on including environmental assessments. He provided an update on other matters involving the recreation department.

Facility Director, Scott Clingan informed the commissioners that the piece to repair the recycling bailer had not been received and he was hoping to have it today but there were no guarantees. He advised that he was attempting to get it repaired as soon as possible. He presented that the oven hoods were cleaned and scheduled for inspections. He also informed the commissioners that the company had completed the grinding of the woody debris pile and found an organization to take the material. He also discussed the meeting that he had with Lake Shore Disposal regarding monitoring of the construction debris pile. He reported on the transition to the new propane company and explained a few issues that were being worked through. He also presented parking issues with county vehicles.

Action Item: Facility Director, Scott Clingan presented the Calvary Church lease for the northern portion of the Valley County Community Center. The commissioners had questions regarding the operations of the Calvary Church and how many days of the week they would be allowed to use the building. Commissioner Thompson made a motion to approve the Calvary Church lease agreement for the Valley County Community Center. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Calvary Church lease agreement for the Valley County Community Center .

Public Relations, McKenzie Kraemer provided the commissioners with an update regarding the use of the Valley County website and explained the statistics to the commissioners. She also discussed the social media posts made by Valley County. She discussed the work that she conducted on behalf of the Valley County EMS District. She also proposed a yearend review social media post of matters that were accomplished by Valley County which was supported by the commissioners.

Action Item: Road Director, Jeff McFadden presented the request from the State of Idaho to use the Lake Fork Pit for Commercial Driver's License testing. Commissioner Maupin made a motion to approve the use of the Lake Fork Pit for Commercial Drivers License testing. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the use of the Lake Fork Pit for Commercial Driver's License testing.

Road Director, Jeff McFadden provided the commissioners with an overview of road maintenance that had been completed including bridge repair on Zena Creek. He reported on applications that he had received for road technicians. He also presented additional road maintenance that would be conducted on Clear Creek to clear culverts. Commissioner Maupin provided Jeff and the commissioners with an overview of her conversations with Idaho Transportation Department and an update regarding proposed projects by ITD. The commissioners also discussed the proposed costs that were received to build the proposed new road department building at Gold Dust and would like to have the matter placed on an upcoming agenda.

Action Item: The commissioners discussed the next matter on the agenda which was to determine if they would like to provide an annual employee Christmas bonus. Clerk, Douglas Miller provided an overview of how Christmas Bonus have been by the commissioners in the past. Commissioner Thompson made a motion to allow for an additional floating day off for employees in recognition of a Christmas bonus. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed allow for an additional floating day off for employees in recognition of a Christmas bonus.

Action Item: Chairman Hasbrouck presented the commissioner meeting minutes from November 20th, 2023. Commissioner Maupin made a motion to approve the commissioner meeting minutes from November 20, 2023. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from November 20, 2023.

Action Item: Chairman Hasbrouck presented the letter of support for the Treasure Valley Transit. Commissioner Maupin made a motion to approve the letter of support for Treasure Valley Transit. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support for Treasure Valley Transit.

Action Item: Grant Writer, Mackenzie Castor presented the LHTAC investment program grant for West Roseberry Road pulverization and repaving project. Chairman Hasbrouck made a motion to approve the LHTAC investment program grant for West Roseberry Road pulverization and repaving project. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the LHTAC investment program grant for West Roseberry Road pulverization and repaving project.

The commissioners recessed for lunch at 11:44 a.m.

The commissioners returned from lunch at 2:00 p.m.


Action Item: Chairman Hasbrouck began the discussion related to the acknowledge certification McCall Fire Protection Districts Resolution No.23-10 (Annex 23-01 Portion of Adam's County-Legacy Ranch at Whitetail Club.) Attorney William Gigray who is representing the McCall Rural Fire Protection District provided the commissioners with an overview of the steps that need to be taken once Adams County completes what is necessary to annex the proposed. Commissioner Maupin made a motion to acknowledge the certification of McCall protection District Resolution No.23-10. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed.

Action Item: The commissioners began the discussion related to the administrative fee for collection of impact fees for the local fire districts. The commissioners determined that the county cannot gauge what the cost would be for collecting impact fees and felt that the proposal would need to be reviewed later after a full analysis was conducted.

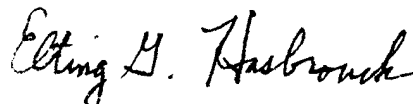
Action Item: Chairman Hasbrouck brought to the attention the next agenda matter which is approve Resolution 2024-03 Dissolving the Valley County Emergency Service District. Commissioner Maupin made a motion to approve Resolution 2024-03 Dissolving the Valley County Emergency Service District. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed. to approve Resolution 2024-03 Dissolving the Valley County Emergency Service District.

Action Item: Chairman Hasbrouck brought to the attention the next agenda matter which is to approve the order organizing the Valley Countywide EMS District. Commissioner Maupin made a motion to approve the order organizing the Valley Countywide EMS District. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the order organizing the Valley Countywide EMS District.

The commissioners adjourned at 2:25 p.m.

Attest: 

Douglas Miller, Clerk



Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday November 27, 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

Sheriff – Kevin Copperi

Treasurer – Johanna Defoort

Action Item: Approve Reinvestment of ARPA Dollars

Approve Planning & Zoning Credit Card Payment Contract Access
Idaho

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick

Court Services – Jacques Lafay

Action Item: Canyon County Juvenile Detention Center Housing Agreement
Annual Juvenile Justice Financial Report

Extension Office- Melissa Hamilton

Human Resources/Risk Management – Mike Savoie

Information Technology – Jeremy Wilcox

Action Item: Sign Pacific Office Automation Lease

Planning and Zoning-Cynda Herrick

Parks and Recreation- Larry Laxson

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

Action Item: Calvary Church Lease Agreement for Use of Cascade Community Center

10:45 Public Relations – McKenzie Kraemer

11:00 Road & Bridge Presentation- Jeff McFadden

Action Item: Discussion/Decision on Allowing the Use of our Lake Fork Pit for CDL Testing

11:30 **Action Item:** Decision on Annual Employee Christmas Bonus

11:45 Commissioner Discussion

Action Items: Meeting Minutes of November 20, 2023

Sign Letter of Support for Treasure Valley Transit's FY25 & FY26 Rural Grant to Maintain Transit Services

Sign Calvary Church Lease of Northern Portion of Community Center

Approval to apply for Local Highway Technical Assistance Council Local Rural Highway Investment Program for West Roseberry Road Pulverization and Repaving Project

12:00 Recess for Lunch

1:00 **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

2:00 **Action Item:** Acknowledge Certification of McCall Fire Protection Districts Resolution No. 23-10 (Annex 23-01 Portion of Adam's County - Legacy Ranch at Whitetail Club)

2:00 **Action Item:** Discussion Decision Regarding Administrative Fee for Collection of Impact Fees for the Local Fire Districts

2:00 **Action Item:** Approve Dissolution of Valley County EMS District Resolution, Approve order organizing the Valley Countywide EMS District as an Ambulance Service District Pursuant to Idaho Code Section 31-3911 (8)(b)

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday December 4, 2023