

Valley County Board of Commissioners

P.O. Box 1350 • 219 N. Main Street
Cascade, Idaho 83611-1350



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ELTING G. HASBROUCK
Chairman of the Board
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SHERRY MAUPIN
Commissioner
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NEAL THOMPSON
Commissioner
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DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
December 11, 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 December 11, 2023. Commissioner Thompson made a motion to approve the commissioners' agenda for December 11, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for December 11, 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	\$ 281,171.06
Road & Bridge	\$ 97,384.02
District Court	\$ 2,135.82
Fair	\$ 80.35
Election Consolidation	\$ 1,168.61
Revaluation	\$ 745.55
Solid Waste	\$ 52,027.00

Clerks Trust	\$ 544.98
Weeds	\$ 636.42
PILT Fund	\$ 28,017.50
Waterways	\$ 148.66
McCall Donnelly Snowmobile	\$ 6,411.85
Cascade Warm Lake Snowmobile	\$ 17.99
Sheriffs Capital Equipment	\$ 89.90
Title III Funds	\$ 8,685.82
Extension Agent Fund	\$ 36.00
OHV Fund	\$ 27.99
<hr/>	
Total:	\$479,329.52

Action Item: Commissioner Thompson made a motion to approve the claims, board order claims and junior college tuition for Ms. Emma Johnson, Ms. Hailey Pernell, and Ms. Emily Rubio. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims, board order claims and junior college tuition for Ms. Emma Johnson, Ms. Hailey Pernell, and Ms. Emily Rubio.

Action Item: Assessor, Sue Leeper presented value cancellations and referred to value cancellations 4 through value cancellation 8 which were park models that were licensed and registered. Commissioner Thompson asked for an explanation of park models and Assessor Leeper provided a definition of park models and how they are taking off the assessment rolls if the park models are registered. Commissioner Maupin made a motion to approve the value cancellations as presented for cancellations 4 through value cancellation 8. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the value cancellations as presented for cancellation 4 through value cancellation 8.

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

Chief Deputy Prosecuting Attorney, Brian Oakey provided the commissioners with an update involving matters involving the Prosecuting Attorney's Office which included an overview of the staff's responsibilities. He reported on additional training that he would be offering in the future. He reported to the commissioners that he contacted the Department of Agriculture regarding a joint meeting on quag mussels and he indicated that he would be the liaison to let the commissioners know when the meeting occurs.

Chief Deputy Prosecuting Attorney, Brian Oakey presented the Nuclear Nelson contract renewal for landscaping at the AmeriTitle Building. Commissioner Thompson made a motion to approve the Nuclear Nelson contract for landscaping at the AmeriTitle Building. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Nuclear Nelson contract for landscaping at the AmeriTitle Building.

Sheriff Kevin Copperi provided the commissioners with an update regarding the Sheriff's Office and reported that he would be attending a training session next week. He provided the commissioners with an update regarding an investigation that occurred involving a stolen vehicle

and Idaho County. He informed the commissioners that Jail Lieutenant Michael Lacroix was nominated and awarded as employee of the year.

Treasurer Johanna Defoort informed the commissioners that the Treasurer's Office has been continuing to collect property taxes and reported that the department had collected \$8.6 million dollars. She reminded the public that the deadline for tax collection was December 20, 2023. She provided specific statistics to the commissioners regarding tax collection for the past three years and breakdown how individuals are paying for their property taxes.

Action Item: Treasurer Defoort presented on the extension agreement with Clearwater Financial and explained the work that had been conducted as well as additional work that could be undertaken. Commissioner Thompson made a motion to approve the extension agreement with Clearwater Financial. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the extension agreement with Clearwater Financial.

Building Director, Annette Derrick provided the commissioners with an update regarding the workload of the building department and inspections. She informed the commissioners that she would be taking a vacation. She discussed the training that was occurring within the office.

Juvenile Probation Officer, Dee Dee Phillips provided the commissioners with an explanation of the work that was conducted by the Valley County Court Services Office. She broke down the responsibilities of Misdemeanor Probation, Juvenile Probation and Pre-Trial Release. She informed the commissioners that there were zero juveniles in detention as well as informed the commissioners that she had two new juveniles' diversion cases. She reported on a few individuals that the court service department was working with did not have housing. The commissioners had a few questions regarding after hours work that the court service department works.

Human Resource Director, Mike Savoie reported to the commissioners that the road department had hired a new mechanic which would start next week. He also reported that the IT Analyst position had been filled and the individual would start next week. He further presented on the applicants for the wildland fire mitigation position.

Action Item: Planning & Zoning Director, Cynda Herrick presented the action item that was on the agenda which was the withdrawal of appeal of P&Z Commission Partial Denial of CUP 23-40 Ahlquist Helicopter Pad. Commissioner Thompson made a motion to approve the withdrawal of appeal for CUP 23-40 Ahlquist Helicopter Pad. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the withdrawal of appeal for CUP 23-40 Ahlquist Helicopter Pad.

IT Director, Jeremy Wilcox reported on the hiring of a new IT Analyst who is Kevin Mcnamara and reported that he would be starting on December 20, 2023. He reported on the Ziple connections at the Lake Fork location and the AmeriTitle Building. He informed the commissioners that there was a failed switch on Friday and explained how the issue was rectified. He reported that he was also working towards updating all the switches. He discussed the new software implementations that are occurring throughout Valley County.

Recreation Director, Larry Laxson presented on meetings that he had attended and discussed the Idaho Recreation Council meeting and topics that were discussed during the meeting to include conversations about recreation patrols and increase fees to OHV registrations. Commissioner Maupin reported on a conversation that she had with New Meadows Forest Ranger and felt that a formal meeting needed to occur. He also presented at other meetings that he attended, to include Boise Forest Coalition meeting and he discussed a concern regarding the potential meetings to be reduced. Commissioner Maupin asked about the development of a master forest plan. Larry indicated that he would research the need for a master plan. Chairman Hasbrouck asked about the logging on Sage Hen and Larry indicated that the logging project for the year had concluded.

Facility Director, Scott Clingan provided the commissioners with an update regarding the recycling bailer. He said that he has spoken with the owner of the company, and he has requested that they fly a technician to Valley County to repair the recycling bailer. He described the issue and explained that he had made it a priority. The commissioners requested continued updates regarding the status. Scott reported on several maintenance issues that he was attempting to solve including a heating/cooling system in the server room. He also presented that there was a need to have commercial washing/dryer machine at the jail and presented that the estimated cost that he received was \$25,000. The commissioners requested that he receive a formal estimate. He also informed the commissioners that he was attempting to locate the fairground arena. He also discussed that he was working with the Valley County Fair Board on a proposal for the bathrooms/concession stands. He did inform the commissioners that he would be on vacation beginning December 15th for two weeks.

Action Item: Road Director Jeff McFadden presented the Atlas Technical Consultants agreement and described the work that would be conducted related to the new Road Department Building. Commissioner Maupin made a motion to approve the Atlas Technical Consultants agreement. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Atlas Technical Consultants agreement.

Action Item: Road Director Jeff McFadden presented the CAT Financial lease agreement and described the issues that have been occurring with the agreements. He further described the options that the lease agreement allows for future purchases or lease agreements. Commissioner Maupin made a motion to approve Resolution 2024-04 to lease purchase or finance with Caterpillar Finance. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 2024-04 to lease purchase or finance with Caterpillar Finance.

Action Item: Commissioner Maupin made a motion to approve the lease agreement with CAT Financial for the 2023 CAT motor grader. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the lease agreement with CAT Financial for the 2023 CAT motor grader.

Road Director, Jeff McFadden presented on the new mechanic that was hired and started on December 11, 2023. He also presented on the fabrication of new equipment for the road department and an outline of when the equipment would be delivered.

Action Item: Chairman Hasbrouck presented the commissioner meeting minutes from December 4, 2023. Commissioner Thompson made a motion to approve the commissioner

Board of County Commissioners Meeting

December 11, 2023

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meeting minutes from December 4, 2023. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from December 4, 2023.

Action Item: Grant Writer, Mackenzie Castor presented on the IDPR Close-Out report for the Clear Creek Parking Lot. Commissioner Thompson made a motion to approve the IDPR close-out report for the Clear Creek Parking lot. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the IDPR Close-Out report for the Clear Creek Parking Lot.

Action Item: Chairman Hasbrouck presented the agreement for pathology services between Valley County and Ada County. Chairman Hasbrouck made a motion to approve the agreement for pathology services between Valley County and Ada County. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement for pathology services between Valley County and Ada County.

Action Item: Grant Writer, Mackenzie Castor presented the letter of support Bienvenido Community Garden Expansion and the Youth Garden Grant Application for the Bienvenido Community Garden Expansion. Commissioner Maupin made a motion to approve the letter of support and the submission of the Beinvenido Community Garden Project. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support and the submission of the Beinvenido Community Garden Project.

Action Item: Mr. Jally Zeydel the Chairman of the Valley County Waterways Committee provided the commissioners with an overview of the existing members of the waterways committee and presented that Mr. Steve Hull would like to be appointed to the waterways committee. Commissioner Thompson made a motion to appoint Mr. Steve Hull to the Valley County Waterways Committee. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to appoint Mr. Steve Hull to the Valley County Waterways Committee.

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

The commissioners returned from lunch at 1:01 p.m.

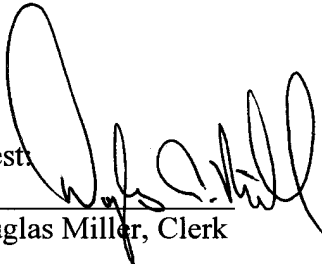
Chairman Hasbrouck provided everyone with an update regarding commissioners' boards and committees. He presented on the 911 Committee that he attended last week and described advances technologies that were occurring, and he reported enhanced 911 services. He advised that Valley County was two years out from upgrading. He described the upfront GIS work that needed to be completed first. He reported that LEPC would be meeting soon. He provided the commissioners with an update regarding the Central District Health Board. Chairman Hasbrouck reported that the Calvary Chapel Cascade had utilized the Cascade Community Center Building. He also presented that he had been reviewing the meeting minutes of the Valley Soil & Water Conservation District but advised that Planning & Zoning Director, Cynda Herrick had been attending the meetings. Chairman Hasbrouck reported that the Valley County Road Advisory Committee had not been meeting. Commissioner Maupin reported on the West Central Economic Development Council meeting and the goals that are being discussed. She reported

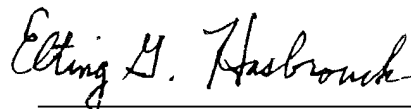
that the housing trust would be meeting next week and presented the proposed goals for the upcoming year. She presented on the PILT and SRS conversations that are occurring in congress for long term stable funding. Commissioner Thompson reported on the work that was being conducted on the Valley County Fair Board Committee to discuss upgrades of the fairgrounds. He reported on the Valley County Waterways Committee.

Action Item: Chairman Hasbrouck began the discussion related to the options that had been presented by Inside Architecture for the Gold Dust Road Department Building. The commissioners deliberated on the proposal that had been submitted and discussed funding options for the construction. Chairman Hasbrouck made a motion to approve the Option A as presented by Insight Architects for \$4,561,000 Road Department Building with \$3,500,000 of ARPA Funds to be used with the cost to be expended from the Road Department Budget. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Option A as presented by Insight Architects for \$4,561,000 Road Department Building with \$3,500,000 of ARPA Funds to be used with the remaining cost to be expended from the Road Department Budget.

Action Item: Chairman Hasbrouck began the discussion regarding the Development Agreement Policy. Planning & Zoning Director, Cynda Herrick, Chief Deputy Prosecuting Attorney, Brian Oakey and Road Director, Jeff McFadden presented on the policy that had been developed and deliberated on the proposal. Brian Oakey wanted to make sure that the commissioners had fully vetted the proposed Development Agreement Policy and felt that the commissioners could take additional time before adopting the proposed policy. The commissioners continued to deliberate on the process as presented and provided suggestions that they would like to adopt within the policy. The commissioners discussed options of when the development agreements are proposed and Planning & Zoning Director, Cynda Herrick was hoping that the developer's attorney would create the actual agreements. Planning & Zoning Director, Cynda Herrick informed the commissioners that she would amend the existing development agreement policy and bring it back for approval after the first of the new year.

The commissioners adjourned the meeting at 3:42 p.m.

Attest: 
Douglas Miller, Clerk


Chairman, Elting Hasbrouck

11/29/2023

Cancellation number: 4

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2023

Name: Fred R. & Patty A. Thies

Code Area: 1-0000

Parcel Number
MHC04260010110

Category	Old M.V.	New M.V.	Market Value to be Canceled
69h	\$40,433	\$0	\$40,433
			\$0
TOTALS	\$40,433	\$0	\$40,433

Explanation:

Owner registered the PMRV for 2023. Requesting a 2023 tax cancellation.

Requested by Assessor: Sue Leeper

Appraiser: K. Hamilton

By Board of County Commissioners:

Cancellation of Market Value is

Approved: X Disapproved: _____

Signature of Chairman: Elting G. Hasbrouck Dated: 12-11-23

Date Assessor Notified: 11/27/2023

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____

Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

11/29/2023

Cancellation number: 5

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2023

Name: Yvonne Joyce Engels, et al

Code Area: 1-0000

Parcel Number
MHC04400050050

Category	Old M.V.	New M.V.	Market Value to be Canceled
69H	\$46,116	\$0	\$46,116
			\$0
TOTALS	\$46,116	\$0	\$46,116

Explanation:
Owner registered the PMRV for 2023. Requesting a 2023 tax cancellation.

Requested by Assessor: Sue Leeper Appraiser: K. Hamilton

By Board of County Commissioners:

Cancellation of Market Value is

Approved: Disapproved:

Signature of Chairman William M. Hasbrouck Dated: 10-11-23

Date Assessor Notified: 11/27/2023

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

11/29/2023

Cancellation number: 6

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2023

Name: Paul T & Melody Alden Kasl

Code Area: 1-0000

Parcel Number
MHC04830060180

Category	Old M.V.	New M.V.	Market Value to be Canceled
69H	\$43,727	\$0	\$43,727
			\$0
TOTALS	\$43,727	\$0	\$43,727

Explanation:
Owner registered the PMRV for 2023. Requesting a 2023 tax cancellation.

Requested by Assessor: Sue Leeper Appraiser: K. Hamilton

By Board of County Commissioners:

Cancellation of Market Value is

Approved: X Disapproved: _____

Signature of Chairman: Elting M. Hasbrouck Dated: 12-11-23

Date Assessor Notified: 11/27/2023

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

Date: 11/30/2023
 Cancellation number: 7

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2023

Name: Amber D & Matthew Brandon Cox

Code Area: 019-0000

Parcel Number	Category	Old M.V.	New M.V.	Market Value to be Canceled
<i>RP00042 000 015A</i>	15H	\$97,039	\$97,039	\$0
	32	\$3,425	\$0	\$3,425
				\$0
	TOTALS	\$100,464	\$97,039	\$3,425

Explanation: Phone interview with property owner, no RV hookups on parcel. Verified with onsite field inspection. Solid waste fee needs removed also.

Requested by Assessor: Sue Leeper Appraiser: Justine Woody

By Board of County Commissioners:

Cancellation of Market Value is

Approved: X Disapproved: _____

Signature of Chairman: *William G. Hasbrouck* Dated: 12-11-23

Date Assessor Notified: _____

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

11/29/2023

Cancellation number: 8

Valley County Assessors Request for Cancellation of Market Value

Assessment Year: 2023

Name: Wayne J. Schmidt, et al

Code Area: 39-0000

Parcel Number
MH002860030090

Category	Old M.V.	New M.V.	Market Value to be Canceled
69H	\$37,341	\$0	\$37,341
			\$0
TOTALS	\$37,341	\$0	\$37,341

Explanation:

Owner registered the PMRV for 2023. Requesting a 2023 tax cancellation.

Requested by Assessor: Sue Leeper

Appraiser: K. Hamilton

By Board of County Commissioners:

Cancellation of Market Value is

Approved: X Disapproved: _____

Signature of Chairman: Clint G. Hasbrouck Dated: 12-11-23

Date Assessor Notified: 12/4/2023

Date Treasurer Notified: _____

Total Amount of Taxes \$ _____

Amount 1st Half Paid: \$ _____ Amount 2nd Half Paid: \$ _____

Date and Amount Canceled: _____ \$ _____

Date and Amount of Refund: _____ \$ _____

Date Auditor Canceled: _____

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday December 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

Action Items: Value Cancellations 4-8

Clerk – Doug Miller

Prosecutor – Brian Naugle

Action Item: Approval of the Nuclear Nelson Contract Renewal

Sheriff – Kevin Copperi

Treasurer – Johanna Defoort

Action Item: Discussion/Decision on Extension Agreement with Clearwater Financial

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick

Court Services-Dee Dee Phillips

Extension Office- Melissa Hamilton

Human Resources/Risk Management – Mike Savoie

Information Technology – Jeremy Wilcox

Planning and Zoning-Cynda Herrick

Action Item: Withdrawal of Appeal of P&Z Commission Partial Denial of CUP
23-40 Ahlquist Helicopter Pad

Parks and Recreation- Larry Laxson

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

11:00 Road & Bridge Presentation- Jeff McFadden

Action Item: Sign Altas Technical Consultants Agreement
Approve Lease Agreement with CAT Financial

11:30 Commissioner Discussion

Action Items: Meeting Minutes of December 4, 2023
Sign IDPR Close-Out Report for Clear Creek Parking Lot
Pathology Services Agreement Between Valley County and Ada
County
Sign Letter of Support for the Bienvenido Community Garden
Expansion Project
Approve Submission of the Youth Garden Grant Application for
Bienvenido Community Garden Expansion Project

11:45 **Action Item:** Appoint Steve Hull to the Valley County Waterways Committee

12:00 Recess for Lunch

1:00 Update on Commissioner's Boards

1:30 **Action Item:** Discussion/Decision Regarding Gold Dust Road Department Building

2:30 **Action Item:** Development Agreement Policy – Planning and Zoning Director, Cynda
Herrick

3:30 **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

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday December 18, 2023