

# Valley County Board of County Commissioners

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**DOUGLAS A. MILLER**  
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
July 19, 2021**

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

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for July 19, 2021. Commissioner Bingaman made a motion to approve the commissioners' agenda for July 19, 2021. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for July 19, 2021.

Chairman Hasbrouck presented the commissioner meeting minutes from July 12, 2021. Commissioner Maupin made a motion to approve the commissioner meeting minutes from July 12, 2021. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from July 12, 2021.

Chairman Hasbrouck presented the Board of Equalization meeting minutes of June 29, 2021, and July 1, 2021. Chairman Hasbrouck made a motion to approve the Board of Equalization meeting minutes of June 29, 2021, and July 1, 2021. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Board of Equalization meeting minutes of June 29, 2021, and July 1, 2021.

Grant Writer, Mary Rosen presented on Department of Justice BJA Fiscal Year 2021 Body Worn Camera Policy and Implementation Program to support law enforcement agencies. The commissioners had the opportunity to ask questions to Grant Writer, Mary Rosen and Chief Deputy Prosecuting Attorney, Brian Oakey. Chairman Hasbrouck made a motion to authorize the submittal of the Department of Justice BJA Fiscal Year 2021 Body Worn Camera Grant. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to authorize the submittal of the Department of Justice BJA Fiscal Year 2021 Body Worn Camera Grant.

Captain, David Stambaugh presented the NAS Pro Agreement for Valley County Dispatch and the HGACBuy Interlocal Contract. Commissioner Maupin made a motion to approve the NAS Pro Agreement and HGACBuy Interlocal Contract for Valley County Dispatch. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the NAS Pro Agreement and HGACBuy Interlocal Contract for Valley County Dispatch.

IT Director, Jeremy Wilcox presented on the certificate of final acceptance for fingerprint machine in the Valley County Sheriff's Office. He explained how the fingerprint machine was being utilized by the civil division of the Valley County Sheriff's Office. Commissioner Maupin made a motion to approve the certificate of final acceptance for the civil division fingerprint machine. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the certificate of final acceptance for the civil division fingerprint machine.

Human Resource Director, Pat Duncan presented on the Valley County Branding Guidelines, and she explained how the guidelines were developed. The commissioners had the opportunity to ask questions to HR Director, Pat Duncan. Commissioner Bingaman made a motion to approve the Valley County Branding Guidelines as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley County Branding Guidelines as presented.

Commissioner Maupin began the discussion/decision related to the existing organization of the Valley County Recreation Department. She believed that there was ordinance and policy that needed to be developed regarding charging individuals to utilize the existing recreation parks that Valley County maintains. Recreation Director, Larry Laxson presented to the commissioners on his concerns regarding the existing operations of the recreation department. The commissioners advised that they felt that they need to focus on the vision of the recreation department in the future. The commissioners continued to discuss the existing concerns and the amount of potential recreation areas that Valley County could be maintaining. The commissioners asked Larry about his vision of the staffing levels of the recreation department in the future. He provided a response about what he had been focusing on. He then provided a response on his vision of the staffing levels for the future. Commissioner Maupin believed that Valley County was behind with a plan for the recreation department and felt that recreation communication should be a priority. The commissioners continued to ask specific questions to Larry about the existing operations of the recreation department and how they could assist with larger issues. The commissioners felt that there was additional action that needed to be done and more involvement of the commissioners and they asked that Larry focus on recreational opportunities locally in Valley County. Larry discussed on the work that he was doing with Planning & Zoning Director, Cynda Herrick with preparation of the ordinance and fees for

Board of County Commissioners Meeting

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recreational use of existing Valley County facilities. Commissioner Bingaman presented on proposals that had been submitted regarding leases with Idaho Department of Lands. Larry shared with the commissioners that he anticipated staying with the county for at least five years as the Recreation Director.

Chairman Hasbrouck began the discussion related to the award bids for four patrol vehicles. Clerk, Douglas Miller advised that Road Director, Jeff McFadden informed him that there were no bids received. Captain, David Stambaugh spoke with a Dodge Representative who advised of the potential issues. Chairman Hasbrouck asked that the matter be added to the commissioners' agenda next week to see if any bids are received.

Human Resource Director, Pat Duncan presented on the employee housing policy that was developed and provided an explanation of how the policy was created. The commissioners discussed additional modifications that they would like to see with the proposed employee housing policy. Chief Deputy Prosecuting Attorney, Brian Oakey provided his legal opinion regarding the Idaho Power Landlord Agreement that was also submitted to the commissioners for review. Commissioner Maupin made a motion to approve the Employee Housing Policy as amended during discussion and approve the Idaho Power Landlord Agreement. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the Employee Housing Policy as amended during discussion and approve the Idaho Power Landlord Agreement.

Commissioner Maupin presented on an option to purchase a temporary house for Rose Advocates and move the structure next to the WICAP building. She explained that there would be permit requirements through the City of Cascade. The commissioners requested that Commissioner Maupin research potential permit requirements with the City of Cascade for a temporary building to be erected at the site next to WICAP.

Dylan Martin & Angelina Rood representing Idaho Power presented to the commissioners on Idaho Power 2021 Fire Mitigation Plan. Ms. Rood explained the reason for the creation of the Idaho Power Fire Mitigation Plan. She referred to a map that was presented to the commissioners which will be appended to the commissioner meeting minutes. She discussed the existing risks that had been identified and the weather conditions which could prevent Idaho Power from making modifications. She explained the analysis that was conducted everyday based on weather conditions to determine work that will be completed. She discussed a campaign that Idaho Power would be using to encouraging customers to update their contact information in case a long-term outage was occurring, and they needed to notify a significant number of residents. Idaho Power requested Valley County's Emergency Operation Plan to see an evacuation plan. Idaho Power concluded their presentation.

Julia Sanchez representing Go Agency presented to the commissioners regarding the UTV Event. She advised that she first wanted to share with the commissioners that the proposed date of the event has changed to August 28<sup>th</sup>, 2021. She reported that she had also met with Road Director, Jeff McFadden to discuss usage of the Road Department grounds. She briefly discussed the conversations that she has had with the City of Cascade regarding permitting requirements. She explained that she scaled down the riders to 68 individuals. She also advised that she would be applying for the Idaho Transportation Department.

The commissioners recessed for lunch at 11:35 a.m.

The commissioners returned from lunch at 1:00 p.m.

Clerk, Douglas Miller began the Budget Workshop to discuss the entire proposed budget as presented.

Commissioner Maupin 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 agenda, or public school student.” Commissioner Bingaman seconded the motion. No further discussion, by roll call vote all commissioners voted “aye”. The commissioners went into Executive Session at 2:16 p.m.

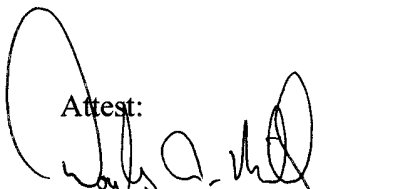
Chairman Hasbrouck brought the commissioners out of Executive Session at 2:30 p.m. No decision was made after the Executive Session per Idaho Code 74-206 1(b)-Personnel.

Commissioner Bingaman 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 agenda, or public school student.” Commissioner Maupin seconded the motion. By roll call vote all commissioners voted “aye.” The commissioners went into Executive Session at 2:41 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 3:41 p.m. No decision was made after the Executive Session.

Ms. Danielle Moskowitz who resides in Valley County, a member of the public presented to the commissioners regarding a letter that she received from Valley County Planning & Zoning Director, Cynda Herrick. Planning & Zoning Director, Cynda Herrick also presented to the commissioners. The commissioners encouraged Ms. Moskowitz to have a settlement conference with Planning & Zoning Director, Cynda Herrick and Chief Deputy Prosecuting Attorney, Brian Oakey.

The commissioners adjourned at 4:10 p.m.

Attest:  
  
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Douglas Miller, Clerk

  
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Chairman, Elting Hasbrouck

**Douglas A. Miller**  
**Valley County Clerk**

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**VALLEY COUNTY COMMISSIONERS**  
**MEETING AGENDA**  
**Monday July 19, 2021**

**Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the clerk 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 Commissioner Discussion  
**Action Items:** Meeting Minutes of July 12, 2021  
Board of Equalization Meeting Minutes June 29, 2021, and July 1, 2021  
Approve to Submit the following grants:  
BJA FY21 Body-Worn Camera Policy and Implementation  
Program to Support Law Enforcement Agencies – Valley County  
Sheriff's Office Body Worn Camera Program  
Approval of NAS Pro Agreement Dispatch  
HGACBUY Interlocal Contract for Cooperative Purchasing  
Certificate of Final Acceptance for Fingerprint Machine
- 9:15 **Action Item:** Approve Branding Guidelines – Human Resource Director, Pat Duncan
- 9:30 **Action Item:** Discussion / Decision on Reorganization of Recreation Department
- 10:00 **Action Item:** Award Bids for Four Patrol Vehicles
- 10:30 **Action Items:** Employee Housing Policy and Idaho Power Landlord Agreement
- 11:00 Presentation from Idaho Power 2021 Fire Mitigation Plan
- 11:30 Go Agency Presentation on UTV Event in Valley County
- 12:00 Recess for Lunch
- 1:00 Budget Workshop for Fiscal Year 2022-Clerk, Douglas Miller

3:00 **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.”-Personnel

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONER’S FUTURE MEETING DATE

Monday July 26, 2021

- 10:30 Buildings and Grounds / Solid Waste- Scott Clingan  
**Action Item:** General Construction Contract Castle Mountain Home for Re-Model of 205 Idaho St Property
- 11:00 Road & Bridge Presentation- Jeff McFadden  
**Action Item:** Award Bids for Four Patrol Vehicles  
 Old State Highway Improvements and Termination
- 11:30 Executive Session per Idaho Code 74-206 1(d)-“to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity
- 11:45 Commissioner Discussion  
**Action Items:** Meeting Minutes of July 19, 2021  
 Idaho Department of Commerce Rural Economic Development Professional Grant  
 Shred-IT Agreement  
 Request to Hire Geo-Tec to Conduct Analysis of Building Site Near McCall Annex  
 Yellow Pine Emergency Drinking Water Block Grant Idaho Department of Commerce
- 12:00 Recess for Lunch
- 1:00 Commissioner’s Workshop with Public Relations-Mckenzie Kraemer
- 1:45 Budget Workshop for Valley County EMS for Fiscal Year 2022
- 2:00 Valley Soil & Water Conservation District  
**Action Items:** ISWCC Match Funding Standardized Letter of Financial Support provided in FY21  
 IDEQ Source Water Protection Grant Application Letter of Support
- 2:15 Budget Workshop for Fiscal Year 2022-Clerk, Douglas Miller
- 3:00 **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.”-Personnel

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
 Monday August 2, 2021