

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
June 14, 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 June 14, 2021. Commissioner Bingaman made a motion to approve the commissioners' agenda for June 14, 2021. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for June 14, 2021.

Ms. Durena Farr with Valley Soil & Water Conservation District reported on the Idaho Water Users meeting that had occurred on June 10th, 2021. She also introduced Ms. Pam Pace who provided a report to the commissioners regarding the existing drought conditions in Valley County which are in the moderate to severe stage. The commissioners were informed that the Cascade Reservoir would not fill in calendar year 2021. She was also informed that irrigation would be cut off in sections of Idaho and she felt that it was imperative that Valley County declare a local emergency drought declaration. The commissioners had the opportunity to ask questions to Ms. Pace and Ms. Farr regarding declaration of a local emergency. Ms. Pace also advised that boating docks might be pulled earlier in the year for Cascade Reservoir. She also reported that there might be an algae issue within Cascade Reservoir. There were concerns that there would be implications in calendar year 2022. Emergency Service Manager, Juan Bonilla also reported to the commissioners and reported that the fire groups were aware of the current

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conditions. He informed the commissioners that everything would be handled through the State of Idaho Department of Resources and not through FEMA. Commissioner Maupin made a motion to approve Resolution 21-14 Declaration of Local Emergency for Drought. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 21-14 Declaration of Local Emergency Declaration.

Senior Deputy Auditor, Kalyn Mauk presented the commissioners with Fiscal Year 2021 claims, board order claims and junior college applications.

Fiscal Year 2021 Claims

General Fund	\$119,620.06
Road & Bridge	\$73,678.17
District Court	\$1,040.65
Election Consolidation	\$751.75
Indigent & Charity	\$6,207.50
Revaluation	\$21.18
Solid Waste	\$142,672.81
Weeds	\$5,302.52
Waterways	\$93.31
McCall Donnelly Snowmobile	\$2,509.24
Cascade-Warm Lake Snowmobile	\$60.95

Board Order

Title III Trust	\$916.41
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Total: **\$ 352,874.55**

Commissioner Bingaman made a motion to approve the claims, board order claims and junior college application for Mr. Cesar Ayllon. 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 Mr. Cesar Ayllon.

Assessor, June Fullmer reported on the article regarding assessed values in The Star News. She reported that the Assessor's Office had been receiving several calls regarding the assessment notices and letter that was sent out. She reported on continued issues with the Department of Motor Vehicle Registration. Commissioner Maupin reported on discussions that occurred at the Idaho Association of Clerks & Commissioners meeting and advised that there was a vote of no confidence regarding the current leadership of the Idaho Department of Motor Vehicles and the matter would be discussed with legislation. June also presented on the existing office hours of the McCall DMV and Cascade DMV. She also presented on the amount of building permits that the Assessor's Office had been entering.

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Clerk, Douglas Miller provided the commissioners with an overview of matters related to the Clerk's Office including courts, and preparation of Fiscal Year 2022 Budget. He informed the commissioners that District Court and Magistrate Court were taking place and requiring in person appearances. He presented the engagement letter with Zwygart & Associates for FY 2020 Fiscal Year Audit of the Valley County Fair Board. Chairman Hasbrouck made a motion to approve the engagement letter with Zwygart & Associates for FY 2020 Audit of the Valley County Fair board. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed approve the engagement letter with Zwygart & Associates for FY 2020 Audit of the Valley County Fair board.

Sheriff, Patti Bolen informed the commissioners that the Sheriff's Office was working with local agencies to prepare for the 4th of July parade in Cascade and the Huckleberry Festival in Donnelly. She reported that patrol deputies were responding to traffic related issues, and they did have a few driving under the influence arrest over the weekend. Chairman Hasbrouck reported on a meeting he attended and there was a discussion if local law enforcement was providing OHV training programs. Sheriff Bolen reported that Valley County offers the program but typically no one attends. She explained that Deputy Metz and Corporal Donica provide the training. Sheriff Bolen also informed the commissioners that waterways patrols were occurring on Cascade Reservoir and Payette Lake.

Treasurer, Gabe Stayton reported that there are 20 properties in tax deed that the Treasurer's Office was having. He reported that the 2nd half tax bills were due on June 20, 2022. Gabe presented on Tax Cancellations 21-33, 21-34 and 21-35. He provided an explanation of each tax cancellations that was being presented. Assessor, June Fullmer also provided an explanation of the changes that were made in the Assessor's Office that require the tax cancellations. Commissioner Bingaman made a motion to approve tax cancellation 21-33, 21-34 and 21-35. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve tax cancellation 21-33, 21-34 and 21-35.

Building Director, Annette Derrick reported that they had processed 171 building permits and reported that most of the building permits were for large homes. She advised that there were 91 homes that were currently in construction. She provided the commissioners with a Valley County Building Permit report which will be appended to the commissioner meeting minutes.

Clerk, Douglas Miller presented the MOA, CBAS and SUDS from Idaho Department of Juvenile Corrections and explained that it was continued program with Idaho Department of Juvenile Corrections. Commissioner Bingaman made a motion to approve the MOA, CBAS and SUDS agreement with the Idaho Department of Juvenile Corrections. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the MOA, CBAS and SUDS agreement with the Idaho Department of Juvenile Corrections.

University of Idaho Extension Educator, Melissa Hamilton provided an update of matters that she had been working on for the past two weeks. She reported on the master gardener clinics that had been scheduled in the community. She reported on the peer learning meetings that had been occurring monthly and she described the topics that were presented to include broadband and workforce housing. She advised that the peer learning was connecting local leaders and economic development councils to discuss what was occurring in their communities.

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Commissioner Maupin requested to meet with Melissa regarding the workforce housing discussions that had been taking place. She reported on conference that she had attended, and the matters discussed. She also presented on a conference that she attended regarding range land monitoring and she briefly described how she envisioned planning a formal implementation. She also informed the commissioners about a grill and smoking program that she attended at the Owyhee Fairground. She advised that the STACK program was going to be offered and provided a brief description of the program. She presented on the District 4-H Programs that would be offered during the summer of 2021 and advised that there were a lot of family learning opportunities. She informed the commissioners about Americorp Member, Beth Wagner who would be providing programs throughout the year. She also discussed an Americorp program related to national issues that would be offered by Rebecca. She also reported on additional committees that she would be participating on. Melissa informed the commissioners about work that the University of Idaho was working on related to the possible issues of infestation of grasshoppers and explained that individuals need to work with Idaho Department of Agriculture.

Human Resource Director, Pat Duncan reported on positions that were open within Valley County. She also presented on the salary survey that were completed and submitted to payroll for budgeting purposes. She discussed the possibility of implementation of a merit-based increases in the future.

IT Director, Jeremy Wilcox provided an update to the commissioners regarding an award that was received by the Valley County GIS Program and McCall GIS Program through ESRI.

Planning & Zoning Director, Cynda Herrick presented on lot split evaluations that she had been conducting. She also presented on vacation rentals applications that she had been receiving and reviewing. She reported on three possible large development applications that she had been processing and presented on discussions that she has had with other developers.

Recreation Director, Larry Laxson reported on issues at Wellington Campground. He also reported on recreational concerns at Green Gate. He reported on meetings that he had attended over the past two weeks. He reported on the meeting that he attended at the RAC meeting and the theme would be responsible recreation. He presented on the two concepts that he submitted to the commissioners for Clear Creek Campground. The commissioners discussed the concepts that had been submitted and suggested modifications. The commissioners advised that Valley County needed to talk with the Prosecuting Attorney's Office about charging individuals to stay at the campgrounds that are being developed.

Facilities Director, Scott Clingan presented the solid waste/recycling agreement with Lake Shore Disposal and Valley County. Commissioner Bingaman made a motion to approve the solid waste/recycling agreement with Lake Shore Disposal and Valley County. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the solid waste/recycling agreement with Lake Shore Disposal and Valley County.

Scott provided an update to the commissioners regarding maintenance that the facilities employees had been working on repairing including buildings at the Valley County Fairground. He also reported on issues that facilities employees have identified that need to be addressed. He discussed current maintenance and remodels that were being done at the Sheriff's Office. He discussed improved landscaping that was needed at the McCall Annex. He also presented on

improved landscaping at the Valley County Courthouse that he would like to have completed. He presented on improvements that were done at the Solid Waste Transfer Site. He advised the commissioners that he was going to be asking for request for proposals for janitorial services and asked for suggestions for the commissioners. The commissioners recommended that Scott still move forward with requests for proposals for cleaning services. Scott also presented on parking related issues at the Valley County Courthouse. The commissioners believed that a workshop needed to be placed on the agenda to discuss overall Valley County Courthouse Complex.

Weed Supervisor, Steve Andersen presented the Mosquito Surveillance Agreement Between Valley County and Idaho Department of Health and Welfare. Commissioner Maupin made a motion to approve the Mosquito Surveillance Agreement Between Valley County and the Idaho Department of Health and Welfare. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the Mosquito Surveillance Agreement Between Valley County and the Idaho Department of Health and Welfare.

Steve Andersen presented the Weed Mitigation Agreement between Valley County and Boise National Forest. Commissioner Bingaman made a motion to approve the Weed Mitigation Agreement between Valley County and Boise National Forest. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Weed Mitigation Agreement between Valley County and Boise National Forest .

Road Director, Jeff McFadden provided his road report to the commissioners. The first matter presented to the commissioners was a request to pre-order patrol vehicles because of the amount of time it takes to purchase vehicles. Sheriff, Patti Bolen informed the commissioners that the vehicles that were purchased for Fiscal Year 2021 had still not been received. The commissioners had questions regarding the replacement schedule of patrol vehicles and requested to see an official list of existing vehicles before they decide of allowing patrol vehicles to be pre-ordered.

Jeff presented on the Boulder Creek FRTA and advised that he was in favor of the FRTA Easement and the maintenance agreement but was concerned if there was a significant issue or a road failure, he does not know who would assist with the cost of repairing the issue. The commissioners did not want to prioritize Boulder Creek and advised that a decision would be delayed until a later date.

Ms. Kate Reed with RBCI who the public relation firm was being used by ITD presented to the commissioners regarding the Highway 55 Construction from Donnelly to McCall.

Human Resource Director, Pat Duncan presented service award for 15 years of service to Ms. Debra Hess with the Valley County Sheriff's Office.

Stephanie Nelson with Wildfire Prevention Associates presented on an amendment to Bear Basin Unit 11 with additional acres being added. Commissioner Maupin made a motion to approve the amendment to Bear Basin Unit 11 with additional acres. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the amendment to Bear Basin Unit 11 with additional acres.

Jeff presented on additional road maintenance that the Valley County Road Department had been working on and he also provided an update of maintenance that was being conducted on vehicles. He reported on engineer work that was still needed at the Valley County Recycling Center but reported that some improvements had been made at the recycling center. Jeff informed the commissioners about improvements that will be made at Black Hawk Ranch. There was a decision about an easement that would be need for the Valley County Pathways path. He reported that he would be conducting an interview for the weed/road department employee. He again presented on road maintenance that the road department had been working on and reported on additional roads that he had been focusing on.

The commissioners recessed for lunch at 12:07 p.m.

The commissioners returned from lunch at 1:09 p.m.

Julie ????? with Go Out Local for Off-road Stampede presented to the commissioners regarding the possible event at Valley County Fairgrounds. She reported that the organization was submitting a permit through the City of Cascade. She was asking what the commissioners needed to support the event. Chairman Hasbrouck felt that since the commissioners had not heard more about the event, they assumed that the event had been canceled. He felt that the organization needed to act quickly about making decisions regarding the event. Commissioner Maupin had concerns that the fairgrounds might already have animals at that location. Cascade City Mayor, Judy Nissula presented on the application process for the event and provided an overview of the process. She reiterated that the permit process allows the notification of the impacted entities and requires the approval of the elected officials or appointed officials.

Chairman Hasbrouck presented the commissioner meeting minutes from June 7, 2021. Commissioner Maupin made a motion to approve the commissioner meeting minutes from June 7, 2021. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from June 7, 2021.

Clerk, Douglas Miller explained that he did not receive any request for proposals for the conflict public defender position. He provided an overview of what had been done to generate a proposal. He explained that he would again publish the request and put the matter on a future agenda.

Clerk, Douglas Miller advised that the Idaho Department of Commerce ICDBG Agreement would be postponed until next Monday. Chief Deputy Prosecuting Attorney, Brian Oakey presented on the exhibits that were being prepared by Grant Writer, Mary Rosen.

Commissioner Bingaman made a motion to go into 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” Commissioner Maupin seconded the motion. No further discussion, by roll call vote all commissioners voted “aye”. The commissioners went into Executive Session per Idaho Code 74-206 1(d)-Indigent at 1:38 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)-Indigent at 2:00 p.m.

Decision after Executive Session per Idaho Code 74-206 1(d)-Indigent

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21-KW084 30 DAY STIPULATION
21-SM078 LEIN
21-GE071 FINAL DENIAL
21-GE071 LEIN RELEASE
21-WJ89 LEIN
21-WJ89 APPROVAL
21-RE082 FINAL DENIAL
21-RE082 LEIN RELEASE
21-DK-087 LEIN

Clerk, Douglas Miller began the Fiscal Year 2022 Budget Workshop and the first department to be reviewed was University of Idaho Extension Office. University of Idaho Extension Educator, Melissa Hamilton and 4-H Coordinator, Alyson Statz presented the budget requests to the commissioners. A copy of the budget worksheet for the University of Idaho Extension Office would be available upon request through the Clerk's Office.

Clerk, Douglas Miller began the Fiscal Year 2022 Budget Workshop and the next department to be reviewed was 01-02 Assessor's Office. Assessor, June Fullmer and Chief Deputy Assessor, Sue Leeper presented to the budget request to the commissioners. The next office to be reviewed was Motor Vehicle 01-26. The last department to be reviewed was 20-00 Revaluation. A copy of the budget worksheet for the Assessor's Office, Motor Vehicle and Revaluation would be available upon request through the Clerk's Office.

Chief Deputy Prosecuting Attorney, Brian Oakey began the workshop related to code compliance. Building Director, Annette Derrick and Planning & Zoning Director, Cynda Herrick were also in attendance to discuss code compliance. Cynda advised that they all wanted to discuss with the commissioners how the envisioned code compliance. Brian Oakey provided an overview of how he believed the Prosecuting Attorney's Office would enforce code compliance and the proposed procedures. Annette advised that the biggest code compliance issue that she came across was individuals living in sheds. Cynda reported on conditional use permit requirements that are non-compliant. The commissioners were in support of the discussion that was taking place to address code violations. Brian Oakey believed that there needed to be written reports conducted when violations are documented, and it needs to be a good record to back up any alleged violations. Sheriff, Patti Bolen presented on the involvement of the Sheriff's Office when serving notices. Brian Oakey presented on the forms and letters that he has created for notification of violations. The commissioners appreciated the presentation and the work that has been done by Chief Deputy Prosecuting Attorney, Brian Oakey.

Clerk, Douglas Miller began the next budget workshop for Fiscal Year Budget 2022 for Court Services 06-54 and 01-08 Juvenile Detention. Court Services Director, Skip Clapp provided his budget requests to the commissioners. A copy of the budget worksheet will be available upon request through the Clerk's Office.

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 agent, or public school student." Commissioner Bingaman seconded the motion. No further discussion, by roll call vote all

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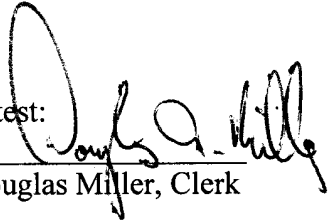
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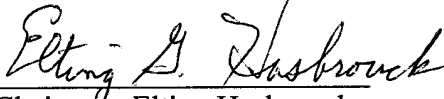
commissioners voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(b)-Personnel at 3:58 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 4:50 p.m.

The commissioners adjourned at 4:55 p.m.

Attest:


Douglas Miller, Clerk


Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 14, 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.

- 8:30 Call to Order – Pledge of Allegiance – Approve Agenda
- 8:30 **Action Item:** Declaration of Local Emergency-Drought Conditions
- 9:05 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, K.C. Mauk
- 9:10 **Elected Official Reports/Discussion**
Assessor – June Fullmer
Clerk – Doug Miller
Action Item: Engagement Letter with Zwygart & Associates for FY 2020 Fiscal Audit of Valley County Fair Board
Prosecutor – Brian Naugle
Sheriff – Patti Bolen
Treasurer – Gabe Stayton
Action Item: Tax Cancellations 21-33, 21-34 and 21-35

Department Head Reports - 5 Minutes each

- Building Department – Annette Derrick
Court Services – Skip Clapp
Action Item: Sign MOA for CBAS and SUDS from Idaho Department of Juvenile Corrections
Extension Office- Melissa Hamilton
Human Resources/Risk Management – Pat Duncan
Information Technology – Jeremy Wilcox
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson

- 10:30 Buildings and Grounds / Solid Waste- Scott Clingan
Action Item: Approval of Solid Waste/Recycling Agreement with Lake Shore Disposal
- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Items: Pre-Ordering Patrol Vehicles
Discussion on FRTA Easement
Mosquito Surveillance Agreement Between Valley County and Idaho Department of Health and Welfare
Weed Mitigation Agreement Between Valley County and Boise National Forest
- 11:30 Presentation from Idaho Department of Transportation on Highway 55 Construction from Donnelly to McCall
- 11:30 **Action Item:** 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
- 11:40 **Action Item:** Amendment to Bear Basin Unit 11 Specialized Land Works Hazard Fuel Mitigation Contract, Addition of Acreage
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of June 07, 2021
Request for Proposals for Conflict Public Defender
Review and Approve Required Documents for Idaho Department of Commerce ICDBG agreement Re: Yellow Pine Water Users Association
Subgrantee Agreement with Yellow Pine Water User Association
The Project’s Environmental Review Record
- 11:55 Service Award Presentations
- 12:00 Recess for Lunch
- 1:00 Presentation from Go Out Local for Off-road Stampede at Valley County Fairgrounds
- 1:15 Update on Commissioner’s Boards
- 1:30 Annual Coroner Report-Coroner, Scott Carver
- 2:00 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-13 U of I Extension Office – Director, Melissa Hamilton

- 2:15 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-06 Coroner – Coroner, Scott Carver
- 2:30 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-02 Assessor’s Office – Assessor, June Fullmer
01-26 Motor Vehicle – Assessor, June Fullmer
20-00 Revaluation – Assessor, June Fullmer
- 3:00 Workshop to Discuss Code Compliance-Chief Deputy Prosecuting Attorney, Brian Oakey
- 3:30 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
06-54 Court Services – Director, Skip Clapp
01-08 Juvenile Detention – Director, Skip Clapp
- 3:45 **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 June 21, 2021