

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
May 18, 2020**

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

Chairman, Elting Hasbrouck called the commissioner meeting to order at 9:02 a.m.

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for May 18, 2020. Clerk, Douglas Miller advised that there was matter involving Idaho Department of Lands permit for construction of improvement for Francie Wallace Parking Lot. Commissioner Bingaman made a motion to approve the commissioners' agenda for May 18, 2020, as amended with the additional matter related to the Idaho Department of Lands permit for construction of improvement for Francie Wallace Parking Lot. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for May 18, 2020, as amended.

Chairman Hasbrouck presented the commissioner meeting minutes of May 11, 2020. Commissioner Maupin made a motion to approve the meeting minutes of May 11, 2020. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes of May 11, 2020.

Chairman Hasbrouck began the discussion related to the request of \$1,000 for the West Central Mountains COVID-19 Advertisement. Commissioner Maupin explained the task force and those that are involved for the marketing campaign. She provided a detail of how the contributions would be utilized to promote healthy recreation in Valley County. Chairman

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Hasbrouck made a motion to approve \$1,000 donation to West Central Mountains COVID-19 Advertisement Campaign. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the \$1,000 donation to West Central Mountains COVID-19 Advertisement Campaign.

Chairman Hasbrouck presented the grant letter of support for the Cascade Rural Fire Department. Commissioner Bingaman made a motion to approve the grant letter of support for Cascade Rural Fire. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the grant letter of support the Cascade Rural Fire Department.

Chairman Hasbrouck began the discussion related to the Permit for Construction of Improvement to be done by the Idaho Department of Lands. He provided an overview of the project and the request from IDL. Commissioner Maupin made a motion to accept the permit provided by Idaho Department of Lands and to approve the work that will be done at Francie Wallace Parking Lot. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to accept the permit provided by Idaho Department of Lands and approve the work that will be done at Francie Wallace Parking Lot.

Human Resource Director, Pat Duncan presented the Personal Time-off Policy for the commissioners to review. She discussed how the personal time off policy would work for Valley County and the employees. The commissioners heard concerns from Valley County employees and supervisors and responded accordingly to the concerns. Planning & Zoning Administrator, Cynda Herrick had issues regarding the wording of the personal time-off policy and recommended changes. Human Resource Director, Pat Duncan explained those employees who are eligible to earn time-off benefits and provided an overview of the existing policy. Prosecuting Attorney, Carol Brockmann provided her opinion and concern regarding the possible transition to Personal Time-off Policy. Human Resource Director, Pat Duncan presented other possibilities to commissioners regarding long term and short term disability policies. The commissioners continued to hear concerns from employees and alternative solutions and Commissioner Maupin suggested that Valley County should research the possibility of getting short term and long term disability policies for employees. Chairman Hasbrouck requested more research to be conducted and advised that the matter would be placed on an upcoming agenda.

Human Resource Director, Pat Duncan presented on the approval of the telecommuting policy. The commissioners advised that they had not the opportunity to review the telecommuting policy and requested that the matter be placed on the agenda for next week.

Buildings & Grounds Employee, Scott deJong provided an update to the commissioners regarding the improvements of the north end of the Valley County Courthouse.

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 agent, or public school student”. 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(b)-Personnel at 10:03 a.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 11:04 a.m. No decision was made after Executive Session.

Chairman Hasbrouck conducted the opening of the bid for the vehicle for the Valley County Search & Rescue Truck and provided the specifications required for the bid. Chairman Hasbrouck opened the first bid received from Cascade Auto was for \$58,585.00 with the delivery of 180 days. The second bid opened was from Mountain Home Auto Ranch and the bid was for a 2020 Dodge Ram at \$52,556 but Mountain Home Auto Ranch cannot guarantee delivery date. Commissioner Maupin made a motion to accept the bid from Mountain Home Auto Ranch for \$52,556. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to accept the bid of \$52,556 from Mountain Home Auto Ranch.

Sheriff, Patti Bolen presented to the commissioners about a situation in which a Valley County Marine Deputies responded to an incident on the Payette Lake which required medical attention. She reported that the family had provided an update regarding the condition of the individual and donated 6 AED devices to the St. Luke's McCall Hospital. Sheriff Bolen explained that St. Luke's McCall Hospital would like to donate one device to Valley County. Commissioner Bingaman made a motion to accept the donation of the AED device from St. Luke's Hospital. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to accept the donation of the AED device from St. Luke's McCall Hospital.

Sheriff, Patti Bolen presented the annual maintenance agreement for the IDEMIA fingerprint machine. Commissioner Maupin made a motion to approve the annual maintenance agreement for the IDEMIA fingerprint machine. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the annual maintenance agreement for the IDEMIA fingerprint machine.

Clerk, Douglas Miller began the Fiscal Year 2021 Budget Workshop. The first budget to be reviewed by the commissioners was 01-05 General Fund Commissioners. The second budget reviewed was for 01-10 General Fund Buildings & Grounds. The third budget reviewed was for 01-11 General Fund Civil Defense. A copy of the spreadsheets is available upon request through the Clerk's Office.

The commissioners recessed for lunch at 12:00 p.m.

The commissioners returned from lunch at 12:30 p.m.

Clerk, Douglas Miller continued the Budget Workshop for Fiscal Year 2021 Budget Workshop. The budget reviewed in the afternoon was for 01-12 General Fund Economic Development. A copy of the spreadsheet is available upon request through the Clerk's Office.

Chairman Hasbrouck opened the Public Hearing at 1:05 p.m. for Ordinance 20-05 for Accessory Dwelling Units and asked if the commissioners had any ex-parte or conflict of interest related to the proposed ordinance. All commissioners advised that they did not have any ex-parte communication or conflict of interest for Ordinance 20-05 for Accessory Dwelling Units.

Planning & Zoning Administrator, Cynda Herrick provided a staff report to the commissioners related to Ordinance 20-05 for Accessory Dwelling Unit.

Chairman Hasbrouck asked to hear from anyone who was a proponent from 20-05. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference for 20-05 Accessory Dwelling Unit.

Chairman Hasbrouck asked to hear from anyone who was uncommitted. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference for 20-05 Accessory Dwelling Unit.

Chairman Hasbrouck asked to hear from anyone who was opposed. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference for 20-05 Accessory Dwelling Unit.

Chairman Hasbrouck closed the Public Hearing for Ordinance 20-05 Accessory Dwelling Unit at 1:12 p.m. and brought the matter back to the commissioners for deliberation. Commissioner Bingaman made a motion to approve Ordinance 20-05 Accessory Dwelling Unit. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 20-05 Accessory Dwelling Unit.

Chairman Hasbrouck opened the Public Hearing for Ordinance 20-06 Recreational Vehicles at 1:13 p.m. and asked if any commissioners ex-parte communication or conflict. All commissioners advised that there had not been any ex-parte communication and there was no conflict of interest.

Planning & Zoning Administrator, Cynda Herrick provided a staff report for Ordinance 20-06 Recreational Vehicles.

Chairman Hasbrouck asked if there were any proponents for Ordinance 20-06 Recreational Vehicles who wanted to testify. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference for Ordinance 20-06 Recreational Vehicles.

Chairman Hasbrouck asked if there were any undecided individuals who wanted to testify for Ordinance 20-06 Recreational Vehicles. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference as an undecided individual for Ordinance 20-06 Recreational Vehicles.

Chairman Hasbrouck asked for testimony from anyone who was opposed to Ordinance 20-06 Recreational Vehicles. The record will reflect that there was no one who contacted the Clerk, Douglas Miller to present via teleconference in opposition for Ordinance 20-06 Recreational Vehicles.

Chairman Hasbrouck closed the Public Hearing for Ordinance 20-06 Recreational Vehicles at 1:27 p.m. and brought the matter back to the commissioners for deliberation. The commissioners deliberated on Ordinance 20-06 Recreational Vehicles. Commissioner Maupin made a motion to approve Ordinance 20-06 Recreational Vehicles. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 20-06 Recreational Vehicles.

Chairman Hasbrouck opened the Public Hearing for Ordinance 20-10 for Short Term Rentals at 1:28 p.m. and asked if any commissioners ex-parte communication or conflict of interest. All commissioners advised that they had not had any ex-parte communication and did not have any conflicts.

Planning & Zoning Administrator, Cynda Herrick provided a staff report for Ordinance 20-10 Short Term Rentals and explained that the ordinance was only for unincorporated areas of Valley County and did not include city limits. She informed the commissioners about the individual and organizations that provided written and verbal comments to Planning & Zoning Office. Cynda discussed potential penalties related to Ordinance 20-10 Short Term Rentals.

Chairman Hasbrouck asked to hear testimony from anyone who was a proponent of Ordinance 20-10 Short Term Rentals.

Ms. Kristina Fiorentino who resides in Valley County presented to the commissioners as a proponent for Ordinance 20-10 Short Term Rentals and informed the commissioners why she was in favor of the proposed ordinance.

Mr. Mike Fien who resides in Valley County wanted to present to the commissioners as a proponent for Ordinance 20-06 Recreational Vehicles but also presented as a proponent for Ordinance 20-10 Short Term Rentals.

Chairman Hasbrouck asked to hear testimony from anyone who was uncommitted. The record will reflect that there was no one who contacted Clerk, Douglas Miller to present as uncommitted for Ordinance 20-10 Short Term Rentals.

Chairman Hasbrouck asked to hear from anyone who was opposed to the Ordinance 20-10 Short Term Rentals.

Mr. Mike Evans who is an owner of a vacation rental business in Valley County presented to the commissioners as an undecided and had concerns regarding limitation of 12 individuals and believed that the commissioners should follow the ordinance of City of McCall. He also believed that an emergency exit plan should not be required, and he had concerns regarding the requirement for trash removal. He also had concerns regarding the approval process spelled out in the Ordinance 20-10 Short term Rentals.

Mr. Steve Edwards who is an owner of a vacation rental business in Valley County presented to the commissioners as an Opponent of Ordinance 20-10. He had concerns regarding the oversight process spelled out in the proposed ordinance.

Chairman Hasbrouck had questions for Planning & Zoning Administrator, Cynda Herrick regarding the requirement for trash removal and believed that the individual just needed to agree to trash removal. Commissioner Maupin provided comments regarding the requirement of limitation of 12 individuals and why it should be included in the proposed ordinance.

Chairman Hasbrouck closed the Public Hearing at 2:06 p.m. and brought the matter back to deliberations. Commissioner Maupin had questions for Prosecuting Attorney, Carol Brockmann and Carol provided her opinion related to the legality of the proposed ordinance. Planning & Zoning Administrator, Cynda Herrick informed the commissioners that if the proposed ordinance was approved there would need to be amendments regarding trash removal

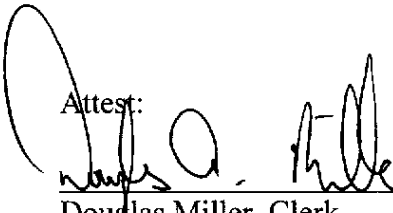
and propane detectors. Commissioner Bingaman made a motion to approve Ordinance 20-10 Short Term Rentals with the amendments discussed. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 20-10 Short Term Rentals with the amendments proposed.

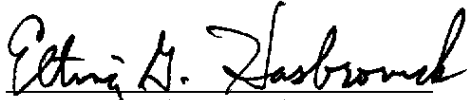
Chairman Hasbrouck began the Employee Recognition for employees with long tenure of services to Valley County.

Sheriff, Patti Bolen recognized Matthew Fisette as a new corporal at the Valley County Jail.

Clerk, Douglas Miller continued the Budget Workshop for Fiscal Year 2021. The first budget to be discussed was 01-18 General Fund General. The second budget discussed was 01-25 General Fund Welfare Director. The third budget discussed was 03 Airport. The fourth budget discussed was 09 Fair Grounds and Buildings. The fifth budget discussed was 11 Health District. The sixth budget discussed was 17 Junior College Tuition. The last budget to be discussed during the budget workshop was 25 Veterans Memorial. A copy of the spreadsheets for the budget workshops are available upon request through the Valley County Clerk's Office.

The commissioners adjourned at 4:02 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday May 18, 2020

On March 13, 2020, Governor Brad Little issued an emergency proclamation for the State of Idaho in response to the coronavirus (COVID-19). On March 18, 2020, the Governor issued further guidance suspending, in part, Idaho's Open Meeting Law Requirements. In an effort to minimize possible public exposure, the Valley County Board of County Commissioners will continue to hold regular Commissioner meetings, but they will be closed to public attendance. In an effort to promote full transparency the meetings will be live streamed and may be viewed by accessing the Valley County web site at www.co.valley.id.us There will be prompts at that site to guide you to the live stream. If a member of the public wishes to make a public comment about any of the matters pending, please contact the Valley County Clerk, Douglas Miller at 208-382-7102 to make those arrangements."

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 May 11, 2020

Request for Donation of \$1,000 for West Central Mountains

COVID-19 Advertisement

Support Letter for EMS Grant for Cascade Fire District

FRANCIE WAHALL PARKWAY LOT CONSTRUCTION - IDL

9:15 **Action Items:** Decision on PTO Policy – Human Resource Director, Pat Duncan

9:45 **Action Item:** Approval of Telecommuting Policy

10:00 **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

11:00 **Action Item:** Opening of Bid for Vehicle for Valley County Search & Rescue

11:15 **Action Items:** Accept Donation of AED from St. Luke's Hospital

Annual Maintenance Agreement for Fingerprint Machine (Live Scan by IDEMIA)

- 11:30 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-05 General Fund Commissioners
01-10 General Fund Building & Grounds
01-11 General Fund Civil Defense
01-12 General Fund Economic Development
01-18 General Fund General
01-25 General Fund Welfare Director
03 Airport
09 Fair Grounds and Buildings
11 Health District
17 Junior College Tuition
25 Veterans Memorial

12:00 Recess for Lunch

- 1:00 **Action Item:** Public Hearing Accessory Dwelling Unit Ordinance 20-05, Ordinance 20-06 Recreational Vehicles, Ordinance 20-10 Short Term Rentals

If any member of the general public would like to make comment related to the matter listed above please contact the Valley County Clerk, Douglas Miller at 208-382-7102 for the teleconference number or via email at dmiller@co.valley.id.us

- 3:00 Employee Service Awards/Recognition-Human Resource Director, Pat Duncan

- 3:15 Continued Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-05 General Fund Commissioners
01-10 General Fund Building & Grounds
01-11 General Fund Civil Defense
01-12 General Fund Economic Development
01-18 General Fund General
01-25 General Fund Welfare Director
03 Airport
09 Fair Grounds and Buildings
11 Health District
17 Junior College Tuition
25 Veterans Memorial

Adjourn

COMMISSIONER'S FUTURE MEETING DATE
Tuesday May 26, 2020