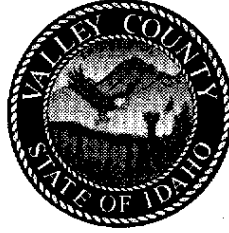


Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
Tuesday May 26, 2020**

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

Chairman, Elting Hasbrouck called the commissioner meeting to order at 9:01 a.m.

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for May 26, 2020. Commissioner Maupin made a motion to approve the commissioners' agenda for May 26, 2020. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for May 26, 2020.

Senior Deputy Auditor, Kalyn Mauk presented the commissioners with Fiscal Year 2020 Claims & Board Order Claims and one junior college application.

Fiscal Year 2020 Claims

General Fund	\$85,681.62
Road & Bridge	\$141,474.93
District Court	\$4,132.05
Indigent and Charity	\$30,296.20
Revaluation	\$1,213.88

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	Solid Waste	\$106,417.42
	Weeds	\$510.07
	Waterways	\$24.38
	McCall-Donnelly Snowmobile	\$1,713.32
	Cascade-Warm Lake Snowmobile	\$45.74
Board Orders:	Title III Trust	\$330.00
	Extension Agent Trust	\$213.88
	Sheriff Capital Equipment Fund	\$6,143.75
	Total:	<hr/> \$379,248.61

Commissioner Bingaman made a motion to approve the claims, board order claims and junior college applications for Ms. Kassia Cummings and Ms. Emily Rubio. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed.

Assessor, June Fullmer advised that the Assessor's Office was in the process of reviewing the assessment notices and explained that the notices will be in the mail on Monday. June requested a second phone for the plat clerk office. She advised that the Department of Motor Vehicle counter would be installed on June 3, 2020. She explained that the DMV had been extremely busy and provided an overview of the success of the Department of Motor Vehicle calendaring.

Clerk, Douglas Miller provided details to the commissioners regarding the federal lawsuit that was filed regarding the May 19, 2020, primary in which the deadline to request absentee ballot applications was extended until May 26, 2020. He informed the commissioners that he had been continuing to work with the Elected Officials and Department Heads on their Fiscal Year 2021 Budget and explained that next week the Budget Workshops would continue with the commissioners.

Buildings & Grounds Employee, Scott deJong presented to the commissioners regarding the progress that has been made regarding the repairs of the north end of the Valley County Courthouse. He advised that the painting had been done and tomorrow the sheet rock would be erected. He explained that a heater had been installed too. He presented to the commissioners samples for the flooring of the north end. He requested guidance from the commissioners regarding their desire of replacement for the flooring. The commissioners advised that they would like to have the flooring replaced with carpet. Scott informed the commissioners that Lake Shore Disposal had approached him to loan Valley County a generator for the Solid Waste Transfer Site. The commissioners believed that it would be wise for Valley County to accept the offer of Lake Shore Disposal. Scott discussed capital improvements that needed to be made to the Valley County Courthouse and advised that a pricing that he received from Granite Excavation was \$35,000. He also reported that he would be getting another bid for the south east entrance door.

Sheriff, Patti Bolen presented to the commissioners that Valley County experienced a significant amount of tourists to the community over the weekend and she reported on a few accidents that occurred. She reported to the commissioners a transfer of prisoners that occurred from Idaho State Department of Corrections. She discussed the need for continued messaging regarding social distancing and asked about specific plans that were required by local businesses. Commissioner Maupin advised that she would contact the task force to make sure that the messaging was continuing.

Treasurer, Gabe Stayton advised that there were 39 parcels in the tax deed process. He advised that the second half tax notices had been mailed. Treasurer Stayton advised that the commissioners need to set the Tax Deed Hearing Date. Commissioner Bingaman made a motion to set the Tax Deed Hearing for August 17, 2020. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to set the Tax Deed Hearing date for August 17, 2020, at 1:00 p.m.

Treasurer Stayton reported on solid waste matters and discussed the repairs that had been made at the Yellow Pine Transfer Site. He explained that the damage was done by Lake Shore Disposal and they would be crediting Valley County for the repairs. He reminded the commissioners that from the 3rd through 6th of June would be the free and reduced option for community members to utilize

Building Official, Annette Derrick reported that the Building Department had received 95 building permits currently. She reported that Ms. Marcia Mead had been hired as the new permit technician. She discussed the action item that was on the agenda to conduct City of Cascade Building Inspections. She explained that the existing Building Inspector for the City of Cascade was a contractor, Mr. Darrell Shepard and he was requesting that Annette Derrick perform the inspections for projects that he completes. Commissioner Maupin made a motion that Building Official, Annette Derrick can inspect the personal jobs of Cascade Building Official, Mr. Darrell Shepard to eliminate conflicts for the City of Cascade. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to allow Building Official, Annette Derrick the ability to inspect the personal jobs of Cascade Building Official, Mr. Darrell Shepard to eliminate conflicts for the City of Cascade.

Senior Adult Misdemeanor Probation Officer, Jacques Lafay reported that the Court Services Office was currently supervising 75 individuals on probation. He reported on the technology that had been utilized recently to monitor to the individuals on probation. He advised that the drug & alcohol testing had continued and he provided an overview of how treatment was being implemented utilizing telehealth. He advised that the probation department was still accepting transfer clients from other counties. He presented to the commissioners that the Juvenile Probation Officer, Dee Dee Phillips currently had 25 juveniles on probation as well as a pre-trial release caseload. He presented on the impact of COVID-19 for those individuals on probation and shared with the commissioners that the individuals on probation wanted to communicate with their probation officers. The commissioners asked about the use of the annex and courthouse for Idaho Department of Labor and Vocational Rehab. Clerk, Douglas Miller advised that the Idaho Department of Labor and Vocational Rehabilitation had inquired about the possibility of continuing to use the McCall Annex and Valley County Courthouse to meet with clients.

Human Resource Director, Pat Duncan informed the commissioners that she reviewed the cleaning contract and was working on preparing a new scope of work for cleaning for the commissioners to review to send out for formal bid. She advised that she ordered additional hand sanitizer and other protective gear to distribute on an as needed basis. She reported that there had been two detention deputies hired and reported on the permit technician employee. Pat presented the telecommuting policy for the commissioners to review and consider approving. Commissioner Maupin made a motion to approve the telecommuting policy as presented. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the telecommuting policy as presented.

Human Resource Director, Pat Duncan presented on a request to move the Grant Writer to a $\frac{3}{4}$ time status. She explained the hours that had been currently worked by Grant Writer, Mary Rosen. Commissioner Bingaman made a motion to approve the grant writer to move to a $\frac{3}{4}$ time status. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Grant Writer position to a $\frac{3}{4}$ time status.

University of Idaho Extension Educator, Melissa Hamilton provided an overview of the operations of the University of Idaho Extension Office. She reported on a roundtable discussion focused on food access and local food production with the WCM Food Coalition. She will be hosting presentations this week on tussock moth and grasshoppers with ID Department of Lands and ID Department of Agriculture in a web conferencing classroom. She reported the sheep weigh-in was successful for the 4-H program. Commissioner Maupin asked if Melissa had been working with the Valley / Adams Farm to Table Facebook group in McCall. Melissa replied that she was aware of this open Facebook group and was hopefully it would bring more people to join the coalition efforts.

IT Director, David Crawford provided an overview of the IT tickets that the IT Department had and how they would be responding to the backlog of the IT tickets. The commissioners asked if the IT Department would need to hire another IT Support Employee. David provided his opinion to the commissioners and believed that he would need to analyze and decide in the future. He believed that the IT Department should look at improving the existing functions instead of adding additional staff on. He presented that Office 365 would be rolled out and explained that Tamara Spargur will reach out to all departments to schedule training. He discussed the new IT Software for the Sheriff's Office would be rolled out in the near future. He discussed the new election software and process that would be implemented in the Clerk's Office. He advised that he needs to meet with Century Link for the move of the Dispatch to the Emergency Operation Center. He discussed the work that the IT Department had been conducting with the Treasurer's Office. He informed the commissioners about the virtual meetings that he had scheduled with IAC and NACo. He advised that he did have a company take a look at the audio visual system in the commissioner's room and he received a quote of \$15,000 to \$17,000 to improve all of the rooms.

Planning & Zoning Administrator, Cynda Herrick advised that she was working on the forms for RV's and Short Term Rentals. She discussed the Planning & Zoning Commission agendas for June 2020. She presented that the Tamarack Resort wanted to move forward with the

marina and explained that there were steps that Tamarack Resort needed to do locally for approval.

Recreation Director, Larry Laxson informed the commissioners that the Wellington Campground was ready for visitors and he advised that the Cabaraton Raft Dock had been reconstructed. He provided the commissioners with an overview of the training for the Recreation Assistant. He informed the commissioners about the maintenance that had been conducted on the snow grooming equipment. He reported that there was an issue with the Francie Wallace vaulted toilet and he was looking at repairing the toilet. He advised that he received a phone call from Jerry Worley to move the dog sled race to Cascade. He reported on the hand sanitizer that he has ordered and asked if the commissioners if additional sanitizer needed to be purchased. He presented on the meetings that he had been attending using technology. He reported on a discussion that he had with Deputy, Kevin Turner regarding signage to remind those recreating using motorcycles, ATV's and UTV's to wear helmets. He reported on a meeting that he had with Midas Gold regarding roads including roads to be used for recreation.

Grant Writer, Mary Rosen informed the commissioners that the on-call engineer was contacted regarding the Abstien Bridge project. She discussed the progress of the grant application. Mary reported that she had been utilizing the maps created by GIS Analyst, Kara Utter. She also discussed other grants that she had been researching for the Sheriff's Office and Road Department. Commissioner Bingaman also asked Mary to research grants for recycling.

Road Superintendent, Jeff McFadden presented on the Midas Gold Road Maintenance Road Agreement for Stibnite Road. Commissioner Maupin made a motion to approve the road maintenance road agreement for Yellow Pine to Stibnite with Midas Gold. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the road maintenance road agreement for Yellow Pine to Stibnite with Midas Gold.

Jeff reported that he had been working with Commissioner Bingaman improving the proposed recycling site at Lake Shore Disposal. Commissioner Bingaman presented on the proposed modifications that he had been discussing with Lake Shore Disposal. He reported that he needed to talk with Cynda Herrick about Broken Ridge Subdivision which has a section of ground near a county road in which there was an area of road that needed improved. He informed the commissioners that Warren Wagon Road to May Flower had been opened. Jeff also reported on the littering that had been occurring in the back country and he believed that there should be a public relations campaign. He discussed the repairs that were made to the Yellow Pine Transfer Site. He reported that he has a meeting with Mr. Andrew Mentzer on a project in Carefree Subdivision for a pathway. He presented that he has received several approach permit applications. He informed the commissioners about the patching, blading of roads and signage that they had been doing.

Jeff presented on the Assistant Superintendent Position that he felt was needed and discussed that the position had been reviewed by Human Resource Director, Pat Duncan and posted to begin the interview process. It was reported that the position had been posted for over a month. Commissioner Bingaman made a motion to approve the Assistant Superintendent Position. Commissioner Maupin seconded the motion no further discussion, all in favor. Motion passed to approve the creation of the Assistant Superintendent Position.

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Commissioner Bingaman made a motion to go into Executive Session 74-206 1(d)-“to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity. Commissioner Maupin seconded the motion. By roll call vote all commissioners voted “aye”. The commissioners went into Executive Session 74-206 1(d)-Indigent & Charity at 11:07 a.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per I.C. 74-206 1(d)-“to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity at 11:11 a.m.

Decision made after Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity.

20-RS065

Approval of Indigent Application

Indigent Director, Jody Green presented to the commissioners the new indigent form for the commissioners to review and consider approving. She explained why the indigent forms should be updated. Commissioner Maupin made a motion to approve the new indigent forms as presented. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the new indigent application forms as presented.

Ms. Stephanie Nelson with Wildfire Prevention & Associates presented the bids that were received for the Bear Basin HFT Project Unit 4, Unit 5 and Unit 6. She advised that there were four bid packets that were received for each project. Chairman Hasbrouck opened the first bid for Bear Basin HFT Project Unit 4. The first bid that was opened was from Forge Landworks and the bid was \$3,628 per acre with six acres for a total of \$21,768. The second bid that was opened was from Baron Loper for \$1,225 per acre for a total of \$7,350. The third bid opened was from Specialized Land Works for \$1,499 per acre for a total of \$8,994. The last bid opened was from Wildwood Tree Care \$1,290 per acre for a total of \$7,740. Ms. Nelson advised that there was a timing factor related to completing the project and provided guidance to the commissioners regarding the projects.

The first bid opened for Bear Basin HFT Project Unit 5 was from Forge Landworks and the bid was for \$2,998 per acre for a total of \$16,489. The second bid opened was from Specialized Land Works for \$1,099 per acre for a total of \$6,044.50. The third bid opened was from Baron Loper for \$1,015 per acre for a total of \$5,582.50. The final bid that was opened was from Wildwood Tree Care for \$1,090 per acre for a total of \$5,995.

The first bid opened for Bear Basin HFT Project Unit 6 was from Specialized Land works for \$1,299 per acre for a total of \$6,885.70. The second bid opened was from Forge Landworks for \$3,178.00 for a total of \$16,843. The third bid opened was from Baron Loper for \$1,218 per acre for a total of \$6455.40. The final bid that was opened was from Wildwood Tree for \$1,850 per acre for a total of \$9805.00

Commissioner Maupin made a motion to accept the bids from Baron Loper for the Bear Basin HFT Project Unit 4, Unit 5 and Unit 6 with conditions that if Baron Loper does not accept the awarding of the bids to him, the contract would go to the 2nd lowest bidder and Chairman Hasbrouck would be authorized to sign the service agreements. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to accept the bids from Baron Loper for the Bear Basin HFT Project Unit 4, Unit 5 and Unit 6 with conditions that if Baron Loper does not accept the awarding of the bids to him, the contract would go to the 2nd lowest bidder and Chairman Hasbrouck would be authorized to sign the service agreements.

Chairman Hasbrouck presented the meeting minutes of May 18, 2020. Commissioner Bingaman made a motion to approve the meeting minutes of May 18, 2020. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the meeting minutes of May 18, 2020.

Chairman Hasbrouck discussed the application process for the CARES Act and Clerk, Douglas Miller explained the process and wanted to make sure that the commissioners were fully aware of the requirements to apply for funding through the CARES Act.

Chairman Hasbrouck began the discussion related to the EdPro Grant Support Letter. Clerk, Douglas Miller advised that the letter had already been approved by the commissioners and a signature was needed by the commissioners.

Chairman Hasbrouck presented the Resolution 20-09 Planning & Zoning Fees. Commissioner Maupin made a motion to approve Resolution 20-09 Planning & Zoning Fees. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 20-09 Planning & Zoning Fees.

The commissioners recessed for lunch at 11:52 a.m.

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

Chairman Hasbrouck opened the Public Hearing for the proposed Waterways Ordinance 20-11 and asked if there was any ex-parte communication or conflict of interest. All commissioners advised that there was no ex-parte communication or conflict of interest. Chairman Hasbrouck asked to a staff report.

Planning & Zoning Administrator, Cynda Herrick provided a staff report regarding the proposed Waterways Ordinance 20-11.

Corporal, Kevin Turner provided a summary of additional verbiage that was added to the proposed Waterways Ordinance 20-11. The commissioners asked several questions to Corporal Turner and he responded accordingly.

Chairman Hasbrouck asked to hear from individuals who are a proponent to the proposed Ordinance.

Mr. Cutler Umbach who resides in Valley County presented to the commissioners as a proponent to Waterways Ordinance 20-11.

Mr. John Holland who resides in Valley County presented to the commissioners as a proponent to Waterways Ordinance 20-11.

Chairman Hasbrouck asked to hear from individuals who are uncommitted to the proposed ordinance.

Mr. Russ Smith who resides in Valley County presented to the commissioners as a proponent to the majority of the proposed ordinance but he was opponent to certain portions of the ordinance addressing the Boulder Creek Arm.

Mr. Dennis Marguet who resides in Valley County presented to the commissioners as an undecided to the proposed ordinance.

Mr. Rick Jakious who resides in Valley County presented to the commissioners as an undecided individual to the proposed ordinance.

Chairman Hasbrouck asked to hear from individuals who are opposed to the proposed ordinance.

Mr. Tim Tyree who resides in Valley County presented to the commissioners as an opponent to the proposed ordinance as written.

Ms. Sandra Chess who resides in Valley County presented to the commissioners as an opponent to the proposed ordinance.

Chairman Hasbrouck brought the matter back to commissioners for deliberation at 2:06 p.m. The commissioners deliberated on specific matters that were brought up during written correspondence and verbal testimony. The commissioners also discussed proposed changes that they would like to include in the proposed waterways ordinance. The commissioners also discussed definitions of vessels and were referred to Idaho Code by Chief Deputy Prosecuting Attorney, Serhiy Stavynskyy. The commissioners discussed enforcement concerns regarding the proposed waterways ordinance. The commissioners also discussed the age limitations that were included in the proposed waterways ordinance and discussed additional language that should be added. Chairman Hasbrouck advised that the commissioners would table the matter for a continued Public Hearing on June 8, 2020, at 2:00 p.m. for additional comments to be made to the amendments that were added.

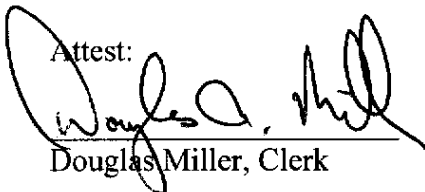
Commissioner Bingaman made a motion to go into Executive Session per Idaho Code 74-206 1(f)-"To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement"-Litigation. Commissioner Maupin seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". Commissioners went into Executive Session per Idaho Code 74-206 1(f)-Litigation at 3:13 p.m.

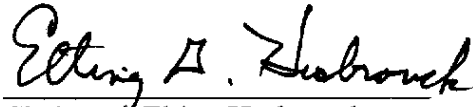
Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 3:16 p.m. Commissioner Maupin made a motion to approve the settlement and release agreement that was discussed in the Executive Session per Idaho Code 74-206 1(f)-Litigation. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the settlement and release agreement that was discussed in the Executive Session per Idaho Code 74-206 1(f)-Litigation.

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"-Personnel. 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 3:20 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 4:33 p.m. No decisions were made after the Executive Session.

The commissioners adjourned the meeting at 4:33 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Elting Hasbrouck

Valley County Board of County Commissioners

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Tuesday May 26, 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 before 8:00 a.m. at 208-382-7102 or after 8:00 a.m. at dmiller@co.valley.id.us 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 **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
Prosecutor – Carol Brockmann
Sheriff – Patti Bolen
Treasurer – Gabe Stayton
Action Item: Set Tax Deed Hearing Date

Department Head Reports - 5 Minutes each

- Solid Waste- Gabe Stayton
WICAP
Building Department – Annette Derrick
Action Item: City of Cascade Building Inspection
Court Services – Senior Adult Misdemeanor Probation Officer, Jacque LaFay
Extension Office- Melissa Hamilton
Human Resources/Risk Management – Pat Duncan
Action Items: Telecommuting Policy

Approval of Grant Writer Moving into ¾ Status
Information Technology – David Crawford
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson
Grant Writer – Mary Rosen

- 10:30 Road & Bridge Presentation- Jeff McFadden
Action Items: Approval of Assistant Superintendent Position
Midas Gold Road Agreement
- 11:00 **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
- 11:05 **Action Item:** Approval of New Indigent Forms
- 11:15 **Action Item:** Bid Opening for Bear Basin HFT Project – Stephanie Nelson
- 11:30 Commissioner Discussion
Action Items: Meeting Minutes of May 18, 2020
Application for CARES Act Funding
EdPro Grant Support Letter
- 11:45 **Action Item:** Approval of Resolution 20-09 Planning and Zoning Fees
- 12:00 Recess for Lunch
- 1:00 **Action Item:** Public Hearing Waterways Ordinance 20-11

If any member of the general public would like to make verbal testimony related to the matter listed above please contact the Valley County Clerk, Douglas Miller before 8:00 a.m. at 208-382-7102 for the teleconference number or after 8:00 a.m. via email at dmiller@co.valley.id.us

- 4:00 **Action Item:** Executive Session per Idaho Code 1(f)-“To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation
- 4:05 **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

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday June 1, 2020