

Valley County Board of County Commissioners

PO Box 1350 • 219 N Main Street
Cascade, Idaho 83611-1350



Phone (208) 382-7100

Fax (208) 382-7107

ELTING G. HASBROUCK
Chairman of the Board
ehasbrouck@co.valley.id.us

DAVID H. BINGAMAN
Commissioner
dbingaman@co.valley.id.us

SHERRY MAUPIN
Commissioner
smaupin@co.valley.id.us

DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
July 6, 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 July 6, 2020. Commissioner Bingaman requested to have a matter placed on the agenda regarding a discussion regarding a mask resolution. Commissioner Maupin made a motion to approve the commissioners' agenda for July 6, 2020, with a discussion regarding the possibility of a resolution recommending that the general public wear masks in public and business. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for July 6, 2020, with a discussion regarding the possibility of a resolution recommending that the general public wear protective masks in public and businesses.

Clerk, Douglas Miller advised that the commissioner meeting minutes of June 22, 2020, had not been forwarded for review and would need to be placed on the commissioners' agenda for July 13, 2020.

Chairman Hasbrouck began the discussion related to appointing Chairman Hasbrouck to Central District Health Committee. Commissioner Bingaman made a motion to appoint

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Chairman, Elting Hasbrouck to the Central District Health Committee. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to appoint Chairman, Elting Hasbrouck to the Central District Health Committee.

Chairman Hasbrouck presented the Abstein Road Bridge Grant Letter. Grant Writer, Mary Rosen presented on the grant and the current requirements. Commissioner Maupin made a motion to approve and sign the Abstein Grant Letter. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve and sign the Abstein Grant Letter of Support.

Chairman Hasbrouck began the discussion related to a possibility of a Valley County Resolution for a mask requirement. Commissioner Bingaman advised that he spoke with Emergency Service Manager, Juan Bonilla regarding the possibility of getting support of Central District Health to recommend the general public to wear masks in public or at businesses. Commissioner Maupin provided her opinion regarding the matter and requested that if a resolution was passed the local business should require individuals to wear masks in their business. The commissioners would like to have further discussions with Emergency Service Manager, Juan Bonilla and Central District Health. Commissioner Maupin recommended to review the Blaine County Resolution. It was expressed that the matter would be placed on the agenda for July 13, 2020. Commissioner Bingaman made a motion to write a Resolution regarding the use of masks in Valley County. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to write a Resolution regarding the use of masks in Valley County.

Human Resource Director, Pat Duncan began the discussion regarding PTO Plan. Pat advised that the plan had been submitted to the commissioners for review and provided an explanation of changes that had been made. She provided the commissioners with information how she was guided in preparing the PTO Plan. The commissioners asked questions regarding the calculations of the PTO Plan and the maximum hours that would be allowed. Pat provided a response to the questions that were asked related to the PTO Plan. Prosecuting Attorney, Carol Brockmann provided her legal opinion to the commissioners regarding the pay out of PTO Plan if an employee does not use all their PTO Plan. She also had concerns that the employees had not had an opportunity to review the plan being presented. The commissioners continued to discuss the options being presented. Commissioner Maupin made a motion to approve the PTO Plan as presented with a modification to payout 100% of the PTO plan if the employee does not use. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the PTO Plan as presented with a modification to payout 100% of the PTO plan if the employee does not use all of their accrued hours. The commissioners also would like a matter placed back on the agenda regarding dissolving the longevity bonus.

Human Resource Director, Pat Duncan presented on a request for approval of salary for Assistant Road Supervisor. She provided an overview of the experience that the individuals have and the requested salary amount. Commissioner Bingaman made a motion to approve the salary as presented for the Assistant Road Supervisor as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the salary as presented for the Assistant Road Supervisor as presented.

Stephanie Nelson with Wildland Protection Services presented the bids for the Bear Basin HFT Unit 7. Chairman Hasbrouck opened which was received from Wild Wood Tree Care for \$1,010.00 per acre for a total of \$11,110.00. The second bid was from Baron Loper for \$1275 per acre for a total of \$14,025. The third bid was from Specialized Land Works for \$985 per acre for a total of \$10,845. The last bid to be opened was from Forge Land Works for \$3,100 per acre for a total of \$34,100. Stephanie Nelson provided her opinion to the commissioners. Commissioner Maupin made a motion to award the bid for Bear Basin HFT Unit 7 to Specialized Land Works for \$985 per acre for a total of \$10,845. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to award the bid for Bear Basin HFT Unit 7 to Specialized Land Works for \$985 per acre for a total of \$10,845.

Clerk, Douglas Miller began the Budget Workshop for Fiscal Year 2021. The office that was discussed was the Coroner's Office. Coroner, Scott Carver presented the Coroner's Budget to the commissioners and discussed the requested budget amounts for Fiscal Year 2021. He also discussed the salary for the Elected Coroner and presented on the number of hours that he had worked in 2018 and 2019. Coroner Carver requested a salary of \$40,000 for the Coroner's salary and \$8,500 for the deputy coroner salary.

Sheriff, Patti Bolen presented on the Code Red Renewal MOU for Fiscal Year 2021. Commissioner Bingaman made a motion to approve the Code Red Renewal MOU for Fiscal Year 2021. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Code Red Renewal MOU for Fiscal Year 2021.

Sheriff Bolen presented on a donation that was provided by Mr. Dave Hunter for anchors and cables for waterways. Commissioner Maupin made a motion to approve the donation as presented. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the donation from Mr. Dave Hunter as presented.

Buildings & Grounds Employee, Scott deJong presented on a request to hire a new safety inspection company for fire suppression systems. Commissioner Maupin made a motion to approve the MOU with Fire Sentry Systems. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the MOU with Fire Sentry Systems for conduction of safety inspections for the fire suppression systems.

Buildings & Grounds Employee, Scott deJong presented on the Materials Testing & Inspection Work Order. Commissioner Bingaman made a motion to approve the Materials Testing & Inspection work order as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Materials Testing & Inspection work order as presented.

Assessor, June Fullmer presented on Resolution 20-13 Destruction of Records for Department of Motor Vehicles. Commissioner Maupin made a motion to approve Resolution 20-13. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 20-13 Destruction of Records for Department of Motor Vehicles.

Assessor, June Fullmer presented on Cancellation of value for MHC04830050020 and provided a reason why the cancellation was requested. Commissioner Bingaman made a motion to approve cancellation for Parcel# MHC04830050020. Commissioner Maupin

seconded the motion. No further discussion, all in favor. Motion passed to approve cancellation of value for Parcel# MHC04830050020.

Assessor, June Fullmer presented on value cancellation of value for Parcel# RP00005002037B and provided a reason why the cancellation was requested. Commissioner Maupin made a motion to approve cancellation of value for Parcel# RP00005002037B. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve cancellation of value for Parcel# RP00005002037B.

Juvenile Probation Officer, Dee Dee Philips presented on behalf of the Youth Advisory Coalition and introduced Executive Director, Sylvia Ryan. Sylvia Ryan presented on programs they are working on and the collaborations that the Youth Advisory Coalition has created. She also presented on the involvement of YAC with the sober graduation night. She provided an overview of other programs that would be offered through YAC and provided a handout which will be appended to the commissioner meeting minutes. Ms. Ryan presented on the Icelandic Model Project and how the project would be implemented in the school districts and communities. Ms. Belinda Provancher presented on a request for additional contributions from Valley County towards operations cost for YAC. She discussed how the additional funds would be utilized for the Icelandic Model Project.

Clerk, Douglas Miller began the Budget Workshop for Fiscal Year 2021 for 01-04 Sheriff, 01-20 Jail and 01-28 Dispatch. A copy of the Budget Workshop Presentation would be available upon request through the Valley County Clerk's Office.

Chairman Hasbrouck opened the Public Hearing for CUP 19-06 at 1:01 p.m. for 335 Sampson Trail Commercial Use. Chairman Hasbrouck asked if the commissioners had any ex-parte communication or conflict of interest. All commissioners advised that there was no ex-parte communication or conflict of interest.

City Planner Morgan Bessaw advised of the previous issue on why another Public Hearing needed to take place for CUP 19-06 at 1:01 p.m.

Prosecuting Attorney, Carol Brockmann provided her legal opinion to the commissioners.

Chairman Hasbrouck closed the Public Hearing for CUP 19-06 at 1:05 p.m.

Commissioner Bingaman made a motion to reaffirm the decision that was made at previous Public Hearing for CUP 19-06. Commissioner Maupin second the motion. No further discussion, all in favor. Motion passed to reaffirm the decision that was made at the previous Public Hearing for CUP 19-06. .

Chairman Hasbrouck opened the Public Hearing for Ordinance 20-12 Changes to Density and Enforcement at 2:00 p.m. Chairman Hasbrouck asked for any ex-parte communication or conflict of interest. All commissioners advised that there was no conflict of interest or ex-parte communication.

Planning & Zoning Administrator, Cynda Herrick provided a staff report to the commissioners regarding Ordinance 20-12 Changes to Density and Enforcement.

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Chairman Hasbrouck asked to hear from anyone who was a proponent of the proposed Ordinance 20-12. The record would reflect that there was no one who wanted to present as a proponent.

Chairman Hasbrouck asked to hear from anyone who was uncommitted. The record would reflect that there was no one who presented as uncommitted.

Chairman Hasbrouck asked to hear from anyone who was an opponent. The record would reflect that there was no one who presented as uncommitted.

Chairman Hasbrouck closed the Public Hearing for Ordinance 20-12 Changes to Density and Enforcement at 2:18 p.m. and brought the matter back to the commissioners for deliberation. Commissioner Maupin made a motion to approve Ordinance 20-12 Changes to Density and Enforcement. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve Ordinance 20-12 Changes to Density and Enforcement.

Clerk, Douglas Miller began the Budget Workshop for Fiscal Year 2021. The budget workshop was for 01-01 Clerk's Office, 01-15 Elections, 06-51 District Court, 15 Election Consolidation and 16 Indigent & Charity. A copy of the Budget Workshop presentation is available upon request through the Clerk's Office.

The commissioners continued the Budget Workshop for Fiscal Year 2021 for A Budget Salaries and D Budget for Fiscal Year 2021 for benefits. A copy of the presentation is 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)-Personnel. Commissioner Bingaman seconded the motion. No further discussion all in favor. Motion passed to go into Executive Session per Idaho Code 74-206 1(b) at 3:32 p.m.

Commissioner Bingaman brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 4:00 p.m. No decision was made.

Clerk, Douglas Miller presented on the CAREs Act Property Tax Relief proposal from the Idaho State Governor's Office and explained that the Clerk's Office was attempting to make the best education opinion to the commissioners regarding submitting a letter of intent to the Governor's Office to accept the COVID funding for property tax relief. He presented a letter that was submitted by the Latah County Prosecuting Attorney regarding the legality of accepting the funds.

The commissioners adjourned at 4:30 p.m.

Elting G. Hasbrouck
Chairman, Elting Hasbrouck

Attest:
Douglas A. Miller
Douglas Miller, Clerk

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DAVID H. BINGAMAN
Commissioner
dbingaman@co.valley.id.us

SHERRY MAUPIN
Commissioner
smaupin@co.valley.id.us

DOUGLAS A. MILLER
Clerk
dmiller@co.valley.id.us

VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday July 6, 2020

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 June 22, 2020
Approve Elt Hasbrouck Serving on Central District Heath
Sign FY21 Indigent Defense Financial Assistance Compliance
Proposal and Application
Sign Abstein Road Bridge Grant Letter
Make Resolution
- 9:15 **Action Item:** PTO Plan Decision – Human Resources Director, Pat Duncan
- 9:40 **Action Item:** Approval for Salary of Assistant Road Superintendent
- 9:45 **Action Item:** New Project Bid Solicitation for Bear Basin HFT, unit 7 – Stephanie Nelson
- 10:00 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-06 Coroner – Coroner, Scott Carver
- 10:15 **Action Item:** Code Red Renewal MOU – Anchors and Cable - Sheriff, Patti Bolen
- 10:20 **Action Item:** Acceptance of Donation to Waterways – Anchors and Cable - Sheriff, Patti Bolen
- 10:30 **Action Items:** Sign Fire Sentry Systems Agreement
Sign Materials Testing & Inspection Work Order – Scott Dejong
- 10:45 **Action Item:** Resolution 20-13 Destruction of Records – Assessor, June Fullmer
- 10:50 **Action Items:** Cancellation #1 MHC04830050020 George and Carol Horvath

Cancellation #2 RP00005002037B Keith and Deborah Hibbs– Assessor,
June Fullmer

11:00 **Action Item:** YAC Follow-up on Financial Support Request and Update on Programs –
Dee Dee Philips and Sylvia Ryan

11:15 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-04 Sheriff
01-20 Jail
01-28 Dispatch

12:00 Recess for Lunch

1:00 **Public Hearing / Action Item:** CUP 19-06 335 Sampson Trail Commercial Use

2:00 **Public Hearing / Action Item:** Ordinance 20-12 Changes to Density and Enforcement –
Planning and Zoning Administrator, Cynda Herrick

2:30 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
01-01 Clerk's Office
01-15 Elections
06-51 District Court
15-00 Election Consolidation
16-00 Indigent & Charity

3:00 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller
A Budget – Salaries
D Budget-Benefits

4:00 CARES Act Property Tax Relief – Clerk, Douglas Miller

4:30 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 13, 2020