

# 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  
Monday June 22, 2020**

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

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Commissioner, Dave Bingaman will be leading the meeting as Chairman, Elting Hasbrouck will be participating from home. Commissioner Bingaman advised that the commissioner agenda for July 13, 2020, needed to be approved. Clerk, Douglas Miller advised that Grant Writer, Mary Rosen requested that the Idaho Department of Commerce Broadband Grant needed to be added to the agenda. Commissioner Maupin made a motion to approve the commissioners' agenda for July 13, 2020, with the addition of the Idaho Department of Commerce Broadband Grant. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for July 13, 2020 with the addition of the Idaho Department of Commerce Broadband Grant.

Senior Deputy Auditor, Kalyn Mauk presented the commissioners with Fiscal Year 2020 Claims, Board Order claims and Junior College Application.

**Fiscal Year 2020 Claims**

General Fund	\$86,983.31
Road & Bridge	\$28,456.95
District Court	\$2,174.82

Board of County Commissioners Meeting  
June 22, 2020  
Page 1

Junior College Tuition	\$500.00
Solid Waste	\$159,170.09
Weeds	\$2,695.85
Pest Control	\$75.44
Waterways	\$3,594.40
McCall-Donnelly Snowmobile	\$1,832.99

Board Order:	Sheriff Capital Equipment Fund	\$4,175.25
	Title III Trust	\$11,824.14
	Extension Agent Trust	\$1,915.99
	PILT Trust	\$14,000.00

Total:		\$317,399.23
--------	--	--------------

Commissioner Maupin made a motion to

Assessor, June Fullmer presented to the commissioners that the Assessor's Office had been busy and informed the commissioners that there were four days of Board of Equalization hearings scheduled for next week. She advised that today was the final day for the general public to file their appeal requests. She reported that the Department of Motor Vehicle's Office was busy and reported that the appraisals were almost completed.

Clerk, Douglas Miller informed the commissioners that the Clerk's Office was informed by the Idaho Attorney General's Office that Mr. Micah Haselton had requested a recount of the votes for the May 2020 Primary Election. He discussed the process that would be taking place related to the procedures for the recount. Clerk Miller also presented on the operations of the Valley County Court as well as continued preparation of the Valley County Fiscal Year 2021 Budget.

Sheriff, Patti Bolen reported on the increased traffic in Valley County and reported on a few accidents that had occurred over the weekend.

Treasurer, Gabe Stayton reported that there are twenty properties that are in tax deed. He advised that June 22, 2020, was the deadline to receive 2<sup>nd</sup> half property tax payments.

Treasurer Stayton reported that the bear lake trash containers have been installed at the Warm Lake Transfer Site. He presented on the illegal dumping that had been occurring at the Warm Lake Transfer Site and advised that he has a meeting with the Forest Service and Lake Shore Disposal to find solutions to reduce abuse of the transfer site. He advised that he received a quote for the household hazard disposal which would be \$32,000. He presented that he would be having the Prosecuting Attorney review the contract and explained that he has a tentative date of August 2, 2020, for the household hazard disposal. He advised that he was also working on the conditional use permit application with Commissioner Bingaman

Building Official, Annette Derrick reported that they had received 125 building permits for the year. She reported on the changes to building codes that would be effective as of January 1, 2021 and explained that the message needed to be shared with the general public. Commissioner Maupin requested that Annette work with Public Relations, McKenzie Kramer.

Juvenile Probation Officer, Dee Dee Phillips representing the Court Services Office presented to the commissioners on the juvenile probation caseload and explained the contact that she was having with the individuals on juvenile probation. She also presented on the statistics related to the individuals on juvenile probation. She discussed the increase of the caseloads for juvenile probation over the past year. She presented on the in-home contact, regular contact she has had with the juveniles on probation and the field visits that she had conducted over the past year. Ms. Phillips also discussed trainings that she had conducted as she is a P.O.S.T. Certified trainer including training with Idaho P.O.S.T. Academy, Valley County Sheriff's Office and McCall Police Department. She also discussed the collaborative trainings that she has had with other probation departments in District IV. She presented that she was the vice chairperson for Youth Advisory Coalition and presented on the work that was done by Y.A.C. She presented on the supportive course for parents that she had facilitated. She informed the commissioners about her involvement with the Idaho Juvenile Justice Council. She presented that she had been invited to provide training at the Cascade School District. She explained that she was approved to facilitate the Alive at 25 driving courses in Valley County. She provided a brief overview of her involvement of the Valley County Pretrial Program.

University of Idaho Extension Educator, Melissa Hamilton presented to the commissioners that she was continuing to work with the food collation group and working with the advisory council. She advised that she had been working with gathering data for the newsletter and briefly discussed the master gardener program. She advised that she would be presenting at a 4-H training for youth related to public speaking. She advised that Alyson had held a workshop on sewing for 4-H participants and discussed other 4-H programs that had been facilitated by Alyson. She presented on additional training that she would be facilitating related to pest control. She advised that Megan had continued to work on program for bat boxes. 4-H Orientation would be presented to judges next week. Working on sharing information with the general public regarding the University of Idaho Extension operations.

Human Resource Director, Pat Duncan presented on matters involving the HR Department and discussed the increase of COVID-19 cases in the State of Idaho. Pat discussed the continued recruitment for open positions within Valley County. She advised that the open court clerk position had been filled. She discussed training that she had been conducting related to leadership. There were concerns regarding temperature testing of employees who enter the Valley County Courthouse and how the courthouse security was walking the courthouse to test employees. It was explained that it is the responsibility of the employee to enter the south east entrance to have their temperature taken.

IT Director, David Crawford presented on matters relating to the IT Department. He presented on the IT Ticket service delivery time and advised that the time to respond has gone down over the past few months. He reported that moving forward on the software for the Sheriff's Office. He reported that additional VOIP Phones had been ordered for installation within Valley County. He discussed additional projects that the IT Department had been working on.

Planning & Zoning Administrator, Cynda Herrick informed the commissioners that the Planning & Zoning Department had been busy processing the recreational vehicle permit applications. She reported on code violations that the Planning & Zoning Department had been receiving. She reported that Planning & Zoning Commissioner, Ed Allen had submitted his resignation from the Valley County Planning & Zoning Commission. The commissioners informed Cynda about

complaints that they had been receiving regarding violations in the McCall Impact Area. There were discussions on how the violations will be addressed by Valley County.

Recreation Director, Larry Laxson discussed meetings that he had attended over the last two weeks. He discussed an increase of fees for snowmobile registrations that was initially approved by the ISSA. He presented on the funds collected and how the funding would be distributed. Larry advised that there would be new signs installed at the kiosks on Forest Service property related to the requirement for individuals to wear helmets when using recreational vehicles. He presented to the commissioners his concerns with the decision by Idaho Department of Lands to hold off with any lease applications. He informed the commissioners about a meeting related to a possible new snowmobile route on June 25, 2020, at No Business with Forest Service and Mr. Jay Jacques.

Grant Writer, Mary Rosen believed that the Abstein Road Grant was almost finished to submit for approval. She reported on the grant related to radios for 911 but explained that grant had not opened yet. She advised that the state broadband grant was open, and deadline was July 17, 2020. Commissioner Maupin presented that Valley County may not meet the required guidelines. She advised that she would be meeting with Treasurer Stayton and Commissioner Bingaman to discuss possible grants for Solid Waste related issues. She also presented on single track sidewalk grant that she was pursuing.

Weed Supervisor, Steve Anderson presented the ITD Agreement for noxious weed control. Commissioner Maupin made a motion to approve the ITD Agreement for noxious weed control. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement with Idaho Transportation Department for noxious weed control.

Road Superintendent, Jeff McFadden presented the US Department of Transportation Funds Transfer Agreement for Warren Wagon Road. Commissioner Bingaman made a motion to approve the Transfer of Funds for Warren Wagon Road. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Transfer of Funds for the US Department of Transportation for the Warren Wagon Road.

Road Superintendent, Jeff McFadden presented on an additional notice that he received from US Department of Transportation regarding additional matching dollars that Valley County owes for the Warm Lake Highway Project. Jeff believed that it would be wise for Valley County to bring Parametric to review the grant with Valley County.

Road Superintendent, Jeff McFadden reported on a no trespassing sign on Smalley Lane and discussed the work that Valley County Road Department had been doing on the road and the issues related to the no trespassing sign. The discussion continued regarding access to Flat Creek Road and no trespassing signs. The commissioners believed that the matter needed to be placed on a future agenda as an action item to determine if Valley County should continue to maintain a certain portion of the road.

Jeff presented on the work that the road department had been conducting related to blading and patching of specific roads. He presented that no back roads had been maintained and presented on openings of summits that are open. He made sure that the commissioners had reviewed the FRTA Map. The commissioners asked about the Woodstock event that was going to occur at the

Lake Fork Road Shop, but it was explained that the Woodstock event had been canceled for 2020.

Chairman Hasbrouck presented on the discussion and appointment of a new initiative related to Idaho Association of the Education of Young Children. Commissioner Maupin explained that it was a committee that she was a part of and explained the initiative to the commissioners. She advised that there was a \$70,000 grant that could be applied for the program. She advised that the program was through the West Central Economic Development Council. Commissioner Bingaman and Chairman Hasbrouck advised that they were supportive of the program but would like to see additional information related to the program and requested that the matter be placed on an upcoming agenda.

Chairman Hasbrouck began the discussion related to a concern of Mr. Larry Shake who had concerns regarding the process of the Planning & Zoning open meeting law procedures. Mr. Larry Shakes who resides in McCall, Idaho, presented his concerns to the commissioners regarding the procedures of the Planning & Zoning meeting that occurred on June 11, 2020. He indicated that he would be appealing on the open meeting law requirements. The commissioners appreciated Mr. Shake voicing his concerns to the commissioners.

Chairman Hasbrouck began the discussion related to the Capital Asset Management Policy and Capital Planning Procedures. Commissioner Maupin presented to the commissioners that work that had been conducted to create a Capital Asset Management Policy and Capital Planning Procedures. She explained that the point of the policy and procedures would be to eliminate any of the emergency reactions that the county has had in the past. She explained that the policy that has been submitted for review was a draft. She discussed the possible need to acquire software to assist with the process. The commissioners believed that it would be a tool to minimize emergency situations and to have a replacement schedule. Treasurer, Gabe Stayton also presented on the definition of capital assets and discussed the intent of the goals of the Capital Improvement Plan. Commissioner Bingaman made a motion to approve the Capital Asset Management Policy and Capital Planning Procedures. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck presented the meeting minutes of June 15, 2020. CM made a motion to approve. CB seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck presented on the Shred-It Agreement and there was discussion if Valley County should consider getting their own commercial shredder. Valley County Prosecuting Attorney, Carol Brockmann presented on the confidential nature of certain documents that requires a company to conduct shredding. Commissioner Bingaman made a motion to approve the Shred-It Agreement. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck presented Resolution 20-12 Resolution Authorizing Destruction of County Records. Commissioner Maupin made a motion to approve Resolution 20-12. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed.

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

Chairman Hasbrouck began the discussion related to the concern about the effective date of Waterways Ordinance 20-11. Prosecuting Attorney, Carol Brockmann provided her legal opinion related the Waterways Ordinance 20-11 effective date and explained that the ordinance does not go into effect until published in the local newspaper. The commissioners agreed that the effective date for the Waterways Ordinance 20-11 was June 18, 2020, once the summary was published in the Star News.

Chairman Hasbrouck began the discussion related to the bid for janitorial services for Valley County. Human Resource Director, Pat Duncan presented the draft bid that was prepared for the commissioners to review and make any recommended changes. Pat advised that the existing contract with the janitorial company was month to month. Prosecuting Attorney, Carol Brockmann presented her concerns to the commissioners regarding the ongoing cleaning. The commissioners would like to involve the new Facility Manager and they would like to add the McCall City Annex. Commissioner Bingaman made a motion to send out the janitorial bid. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed.

The commissioners recessed for lunch at 12:10 p.m.

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

Ms. Linda Jackson Supervisor for the Payette National Forest presented to the commissioners and Mr. Kevin Janisk Deputy Supervisor for the Payette National Forest presented to the commissioners the draft document for the Stibnite Mine Project. He advised begin the process for a prematic agreement and draft language will be available by mid-July of 2020. Chairman Hasbrouck asked about the negotiations of roads with Valley County and would that take place. It was advised that Midas Gold has sent a draft agreement to Valley County regarding maintaining of roads. Payette National Forest would require a bond if a decision was allowed for operation and it was believed that Valley County would require a bond through Midas Gold too. Recreation Director, Larry Laxson had a question regarding alternative snowmobile route and Deputy Supervisor Janisk advised that the discussion would need to take place later. Commissioner Maupin asked about the release of the draft EIS document and if Valley County has access. Commissioner Bingaman asked about access to the link to view the document. Chairman Hasbrouck believed that housing would be an issue if Midas Gold would be moving forward with operations. Kevin advised that after the EIS draft was released there will be a period for comment to formulate a response to the comments. He explained that individuals have 45 days to submit comment to the Forest Service.

Payette National Forest District Ranger, Jennifer Blake presented to the commissioners on the South Fork Ramp Project. She advised that the draft decision was made, and an objection was received regarding the decommission of 143 miles of unauthorized routes and Buck Horn route. She advised that another decision would be released with the opportunity for objection again. She discussed the existing Forest Plan but advised that she was continuing to work with Big Creek/Yellow Pine Collaborative. She believed that the next decision would be released in a month. She discussed the Big Creek Fuels project and a draft decision was released with four objections. She explained the process and advised that the next steps would be to finalize federal action and hoping for a decision the fall of 2020. She discussed the objections with the commissioners and how the Forest Service was working through the objections. She believed that the project should be moving forward. She discussed the project for Sloans Point with a draft decision being made by the end of summer of 2020 for the project. She explained that it was a

small project and a travel management plan was not reviewed but might be reviewed in the future. Commissioner Bingaman asked about the Granite Meadows Project. District Ranger Blake advised that she believed next fall a decision would be made, and alternatives are being developed with a draft decision to be made next spring. District Ranger Blake asked what commissioner should be contacted if there was an emergency forest fire. The commissioners advised that Emergency Service Manager, Juan Bonilla should be contacted and Sheriff, Patti Bolen. Commissioner Bingaman asked for him to be contacted as well.

Mr. Jared Ricks with the Public Defense Commission presented to the commissioners regarding the standards related to the Valley County Public Defense operations. He discussed the provisions that are required by Valley County and advised that he would send the provisions to the Prosecuting Attorney, Carol Brockmann. Mr. Ricks discussed the extraordinary defense funds and the application process for those funds. He advised that the Public Defense Commission was restructuring the training opportunities that are currently being offered and provided an explanation of how the training would be available to public defenders. Mr. Ricks advised that the Public Defense Commission had the roster of public defense training and explained that it was the responsibility of the public defense commission to maintain the records of training. The commissioners asked about the requirement for a specific amount of malpractice insurance and if there was a requirement for public defenders to have. Mr. Ricks advised that he will research if it would be a possibility in the future.

The commissioners began the Budget Workshop for Fiscal year 2021 and the first department to be discussed was the Weed Department. A copy of the presentation would be available upon request through the Clerk's Office.

The commissioners began the Budget Workshop for Pest Control. A copy of the presentation is available upon request through the Clerk's Office.

The commissioners began the Budget Workshop for 01-31 Motor Pool. A copy of the presentations is available upon request through the Clerk's Office.

The commissioners began the Budget Workshop for 02 Road and Bridget. A copy of the presentation is available upon request through the Clerk's Office.

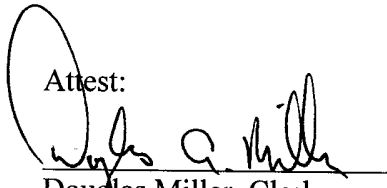
The commissioners began the Budget Workshop for 06-54 Court Services and 01-08 Juvenile Detention. A copy of the presentation is available upon request through the Clerk's Office.

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" Motion passed to go into Executive Session per Idaho Code 74-206 1(b)-Personnel at 4:00 p.m.

The commissioners came out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 5:00 p.m.

The commissioners adjourned the meeting at 5:00 p.m.

Elting B. Hasbrouck  
Chairman, Elting Hasbrouck

Attest:  
  
\_\_\_\_\_  
Douglas Miller, Clerk



# 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

## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 22, 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 **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

**Department Head Reports** - 5 Minutes each

Solid Waste- Gabe Stayton

WICAP

Building Department – Annette Derrick

Court Services – Dee Dee Philips

Extension Office- Melissa Hamilton

Human Resources/Risk Management – Pat Duncan

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:** Sign ITD Agreement  
US Department of Transportation Funds Transfer Agreement  
Warren Wagon Road
- 11:00 **Action Item:** Discussion and Appointment of New Initiative – Idaho Association of the Education of Young Children
- 11:05 **Action Item:** Discussion/Decision Planning & Zoning Open Meeting Law Procedure Concerns
- 11:20 **Action Item:** Approve Capital Asset Management Policy and Capital Planning Procedure
- 11:35 Commissioner Discussion  
**Action Items:** Meeting Minutes of June 15, 2020  
Sign Shred-it Agreement  
Sign Resolution 20-12 Resolution  
Authorizing Destruction of Records  
Letter of Support for McCall Rural Fire for EMS Grant
- 11:45 **Action Item:** Approve Sending Janitorial Services out for Bid – Human Resources Director, Pat Duncan  
*DISCUSS WATERWAYS EFFECTIVE DATE*
- 12:00 Recess for Lunch
- 1:00 Presentation from Payette National Forest-District Ranger, Jennifer Blake
- 1:45 Public Defense Commission Presentation
- 2:15 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller  
02-00 Road and Bridge - Superintendent, Jeff McFadden  
01-31 Motor Pool – Superintendent, Jeff McFadden  
27-00 Weeds – Superintendent, Jeff McFadden  
28-00 Pest Control-Superintendent, Jeff McFadden
- 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 Budget Workshop for Fiscal Year 2021-Clerk, Douglas Miller  
01-06 Coroner – Coroner, Scott Carver
- 4:00 **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

5:00 Opportunity for General Public to Present to Commissioners  
Mr. Charles Ray

5:15 **Action Item:** Approval of Ziplely Internet Upgrade-IT Director, David Crawford

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Monday July 6, 2020