

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
October 12, 2021**

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

Excused Absence: SHERRY MAUPIN (COMMISSIONER)

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for October 12, 2021. Commissioner Bingaman made a motion to approve the commissioners' agenda for October 12, 2021. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for October 12, 2021.

Senior Deputy Auditor, Kalyn Mauk presented the commissioners with Fiscal Year 2021 & Fiscal Year 2022 claims, board order claims and junior college applications.

Fiscal Year 2021 Claims

General Fund	\$256,535.01
Road & Bridge	\$685,273.06
District Court	\$6,077.55
Election Consolidation	\$1,407.85
Indigent & Charity	\$10,139.97

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Revaluation	\$2,348.62
Solid Waste	\$187,857.04
Weeds	\$22,985.21
Pest Control	\$483.90
Waterways	\$5,818.03
McCall-Donnelly Snowmobile	\$194.44
Cascade Warm Lake Snowmobile	\$265.59
Smiths Ferry Snowmobile	\$17.60

Board Order

Title III Trust	\$8,661.88
Extension Agent Trust	\$3,566.93
911 Communications Trust	\$100,000.00
PILT Trust	\$33,177.50
Total:	\$1,324,810.18

Fiscal Year 2022 Claims

General Fund	\$132,215.41
Road & Bridge	\$516,278.45
District Court	\$174.00
Tort	\$99,770.50

Board Order

Extension Agent Trust	\$805.66
OHV Trust	\$6,328.58
Total:	\$754,572.60

Chairman Hasbrouck made a motion to approve the Fiscal Year 2021 and Fiscal Year 2022 claims, board order claims and junior college application for Ms. Evangeline Giddings. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the Fiscal Year 2021 & Fiscal Year 2022 claims, board order claims and junior college application for Ms. Evangeline Giddings.

Assessor, June Fullmer presented value cancellation numbers 2, 3, & 4. She reported that the value cancellations were for park models. She provided the commissioners with the parcel numbers for the park models and explained why the Assessor's Office was requesting the values to be canceled. Commissioner Bingaman made a motion to approve value cancellations numbers 2, 3, & 4. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve value cancellations numbers 2, 3, & 4 as presented by Assessor, June Fullmer.

Clerk, Douglas Miller provided an overview of matters involving the Clerk's Office. He presented the conflict public defender contracts for Mr. John DeFranco and Mr. Michael Pierce. Commissioner Bingaman made a motion to approve. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the conflict public defender contracts for Mr. John DeFranco and Mr. Michael Pierce.

Chief Deputy Prosecuting Attorney, Brian Oakey informed the commissioners that the Prosecuting Attorney's Office had hired a third attorney for the office and presented on the credentials of the individual. Brian thanked intern Ms. Brianne McCoy for her service as an intern over the summer within the office. Mr. Oakey discussed the need for additional review of agreements that have been submitted to the commissioners for approval and would like to develop a formal process. Brian formally thanked the IT Department for their assistance on making sure that the Prosecuting Attorney's Office had the appropriate equipment that was needed.

Sheriff, Patti Bolen informed the commissioners that the Valley County Jail had the PREA Audit conducted last week, and the formal report would be submitted in the future. She did report that it was identified that an additional six jail cameras would need to be installed. The commissioners inquired about housing Department of Corrections inmates at the Valley County Jail. Sheriff, Bolen provided an overview of the reasons that IDOC sends inmates out of state and discussed the possibility of allowing specialized programs at the jail

Treasurer, Johanna Defoort provided an update related to matters involving the Treasurer's Office. Johanna presented the joint quarterly report for Fiscal Year 2021. Commissioner Bingaman made a motion to approve. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the joint quarterly report for Fiscal Year 2021 as presented.

Treasurer Defoort presented a request for the increase of the Human Resource Debit Card from \$1,000 to \$1,500. Chairman Hasbrouck made a motion to approve the debit card increase from \$1,000 to \$1,500. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the debit card increase from \$1,000 to \$1,500.

Treasurer Defoort requested that she be authorized to be placed on the Zion's Bank Account and explained the reason for her to be placed on the account. Chairman Hasbrouck made a motion to remove Gabe Stayton and Ashlie Gifford and add Treasurer, Johanna Defoort and Chief Deputy Treasurer, Jody Green to the Valley County Zion's Bank Account. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to remove Gabe Stayton and Ashlie Gifford and add Treasurer, Johanna Defoort and Chief Deputy Treasurer, Jody Green to the Valley County Zion's Bank Account.

Building Director, Annette Derrick presented that the Building Department had been conducting a significant amount of building inspections. She informed the commissioners the amount of building permits that had been issued for Fiscal Year 2021.

Court Services Director, Skip Clapp provided the commissioners with an overview of matters involving the court services department.

University of Idaho Extension Educator, Melissa Hamilton informed the commissioners that she was working on the University of Idaho Extension Office Annual report and her annual employee evaluation. Melissa presented the Office Lease with Kelly's Whitewater for renting of the facility for University of Idaho Extension Office. She provided the commissioners with an overview of programs that she was currently working on to include an energy efficiency program. She reported on the peer working network and described the nature of the program. She also described additional programs that she was involved with to include a collaborate program with Boise State University. She presented on the 4-H training that would be occurring which would limit the office hours. She also informed the commissioners about reports that she had been preparing for review that had significant number of different statistics in Valley County to include recreation, age of residents, etc. The commissioners requested that the report be placed on the Valley County Website.

Human Resource Director, Pat Duncan presented the IOS Assessment Agreement for Sheriff's Office and described the service that was provided. Commissioner Bingaman made a motion to approve the IOS Assessment Agreement for Sheriff's Office. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the IOS Assessment Agreement for the Sheriff's Office. Pat presented on training that would be available to employees of the county. She presented on the respectful workplace training that had been occurring. Pat provided the commissioners with an update of openings within Valley County and positions that had been filled. She informed the commissioners that the number of applications for office administrative positions had significantly decreased.

IT Director, Jeremy Wilcox informed the commissioners that the new Valley County Website should be operational within the next few months. He informed the commissioners that he did post for the Network Analyst position and would be interviewing potential applicants. He described the new software that the IT Department would be implementing at the Valley County Road Department. Jeremy reported to the commissioners that he did contact Ziple Communications about the possibility of increasing service to the University of Idaho Extension Office. He described the preparation work that the IT Department would be doing for the Dispatch move to the Emergency Operation Center. The commissioners asked about cybersecurity protocols that have been implemented by the IT Department. Jeremy provided an overview of precautions that the IT Department had been implementing.

Planning & Zoning Director, Cynda Herrick presented on the trainings that she had been attending. She would like to schedule interviews for the opened Planning & Zoning Commissioner position. She advised that she attended the NORFMA Conference and described the conference to the commissioners. She discussed a public hearing that she would like to schedule soon. The commissioners asked if there had been any feedback regarding the moratorium that had been approved by the commissioners. She informed the commissioners that she had received positive and negative comments.

Recreation Director, Larry Laxson informed the commissioners with the year end totals of funds collection at Wellington Park, Cabarton and Boulder Creek totaling over \$12,000. He reported on maintenance that had been occurring at the warming huts. He informed the commissioners about meetings that he had attended over the past month. He presented to the commissioners that he received an estimate cost to have power at the Clear Creek Park which was around \$20,000. He provided an update to the commissioners regarding the IDL Agreement and believed that

within two months an agreement would be ready for approval by the commissioners. He presented on the Payette National Forest Annual Agreement. Commissioner Bingaman asked when the work at the Cabarton Ramp would be completed. Larry believed that it would be the Spring of 2022.

Facility Director, Scott Clingan presented the Janitorial Services Agreement with KBS. Commissioner Bingaman made a motion to approve the janitorial services agreement with KBS. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the janitorial services agreement with KBS.

Facility Director, Scott Clingan presented the five-year sprinkler inspection agreement with Fire Sentry Systems. Chairman Hasbrouck made a motion to approve the five-year sprinkler inspection agreement with Fire Sentry Systems. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the five-year sprinkler system inspection agreement with Fire Sentry Systems.

Facility Director, Scott Clingan presented the credit application through Dykman Electric and explained the purchase that would be needed. Commissioner Bingaman made a motion to approve the credit application with Dykman Electric. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the credit application with Dykman Electric.

Facility Director, Scott Clingan informed the commissioners that KBS Cleaning would begin immediately. He reported on the re-model that had been occurring at the EOC Building for Dispatch to be moved to the facility. Chairman Hasbrouck asked about the bathrooms at the EOC Building and a concern about the smell. Scott explained the issue and described a solution to the problem. Scott informed the commissioners about the communication that he had with Boise National Forest Service regarding the Warm Lake Transfer Site and the action that would be taken by Valley County to address the issue of illegal dumping. Scott reported that the boiler at the jail had been started for the winter months and he was researching the possibility of obtaining a backup boiler. He reported on the staffing of the Solid Waste Transfer Site and informed the commissioners that the operations by Lake Shore Disposal had improved.

Lake Shore Disposal Manager, Scott Carnes provided a request regarding a few matters between Valley County and Lake Shore Disposal related to improving the area around the recycling center. He reported on the amount of tonnage of waste that Lake Shore Disposal had removed from Valley County last year and would like to have a workshop with Valley County to discuss improvements at the Solid Waste Transfer Site. He informed the commissioners that Lake Shore Disposal had fully staffed the transfer site. He informed the commissioners about the amount of recyclable cardboard that had been collected in Valley County and he indicated it had continued to increase.

Lake Shore Disposal Manager, Scott Carnes presented on a request by Lake Shore Disposal to increase the residential rate in Valley County for individuals that have trash service with Lake Shore Disposal. He advised that the proposed increase would be just for county residents and not cities currently. Chairman Hasbrouck advised that it was built into the Valley County Contract for Lake Shore Disposal to present the request to the commissioners. Commissioner Bingaman made a motion to authorize a rate increase per the Lake Shore Disposal Contract.

Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to authorize the rate increase per the Lake Shore Disposal Contract.

Road Director, Jeff McFadden introduced the new Road Department Office Administrator, Sara McFadden. Jeff presented the one bid that was received from the notice for a one-ton pickup for Parks & Recreation Department. Chairman Hasbrouck opened the bid from Cascade Auto for one-ton pickup \$42,997.00. Chairman Hasbrouck made a motion to accept the bid from Cascade Auto. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to accept the bid from Cascade Auto for one-ton pickup for \$42,997.00.

Road Director, Jeff McFadden presented the credit application for Fast Undercar. Chairman Hasbrouck made a motion to approve the credit application with Fast Undercar. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the credit application for Fast Undercar.

Road Director, Jeff McFadden presented the Boulder Lake Road Agreement with U.S. Forest Service. Commissioner Bingaman made a motion to approve the Boulder Lake Road Agreement and authorize the chairman to sign. Chairman Hasbrouck seconded the motion. No further discussion, all in favor. Motion passed to approve the Boulder Lake Road Agreement with U.S. Forest Service and authorize the chairman to sign.

Road Director, Jeff McFadden provided the commissioners with updates on road work that had been done within Valley County. He advised that he removed the road department employees out of the back country to begin preparing for winter maintenance on the main roads within Valley County.

Commissioner Bingaman made a motion to go into Executive Session per Idaho Code 74-206 1(d)-"to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code."-Indigent. Chairman Hasbrouck seconded the motion. No further discussion, by roll call all commissioners voted "aye". Commissioners went into Executive Session per Idaho Code 74-206 1(d)-Indigent at 11:34 a.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)-Indigent at 11:38 a.m.

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

21-DL088 FINAL DENIAL
21-DL088 LIEN RELEASE
21-KW084 FINAL DENIAL
21-KW084 LIEN RELEASE
21-SP085 LIEN
21-RR081 LIEN
19-ZG072 LIEN RELEASE
18-CS056 LIEN RELEASE
21-JK075 DENIAL

Chairman Hasbrouck presented the commissioner meeting minutes from October 4, 2021. Chairman Hasbrouck made a motion to approve the commissioner meeting minutes from October 4, 2021. Commissioner Bingaman seconded the motion. No further discussion, all in favor Motion passed to approve the commissioner meeting minutes from October 4, 2021.

The commissioners recessed for lunch at 11:41 a.m.

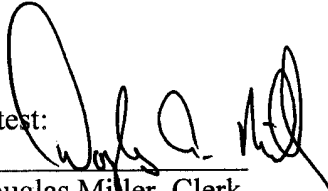
The commissioners returned from lunch at 1:00 p.m.

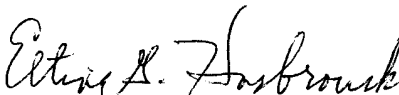
Chairman Hasbrouck began the workshop related to the Valley County Solid Waste Rate Structure Study that was conducted by Great West Engineering. A copy of the study will be appended to the commissioner meeting minutes. Those in attendance were Lake Shore Disposal Manager, Scott Carnes and Facility Director, Scott Clingan. The commissioners also discussed how construction debris was brought to the Solid Waste Transfer Site and the possibility of requiring the material to be separated. The commissioners discussed potential options to require the separation of certain construction debris and brought up proposals on how the debris would need to be separated. It was also suggested that if individuals are bringing up propane tanks the valves need to be removed. The commissioners discussed options on how to notify the local builders about possible changes that would be implemented and the education component that would be needed. Chairman Hasbrouck presented the results and the opinion of the Valley County Solid Waste Rate Structure Study and the recommendations of proposed residential and commercial fees. The commissioners asked Lake Shore Disposal for additional information regarding the number of dumpsters that are used by specific businesses. Lake Shore Manager, Scott Carnes advised that he would research the records and present back to the commissioners. The commissioners will continue the workshop related to solid waste fees on October 18, 2021, at 1:00 p.m.

Chairman Hasbrouck 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 Bingaman 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(b)-Personnel at 2:07 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 3:25 p.m. No decision was made as the session was for evaluation purposes.

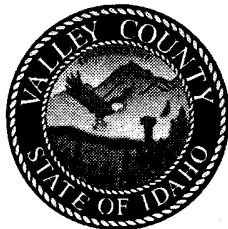
The commissioners adjourned at 3:26 p.m.

Attest: 
Douglas Miller, Clerk


Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Tuesday October 12, 2021

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the clerk prior to the meeting.

PROPOSED AGENDA Note: Any item(s) in need of a motion will be described in the agenda under the appropriate section.

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

Action Items: Value Cancellation Number 2, 3, 4

Clerk – Doug Miller

Action Item: Approve Conflict Public Defender Agreement with John DeFranco

Approve Conflict Public Defender Agreement with Michael Peirce

Prosecutor – Brian Naugle

Sheriff – Patti Bolen

Treasurer – Johanna Defoort

Action Items: Approve Quarterly Report

Request an Increase for Human Resource Debit Card

Authorization for Treasurer, Johanna Defoort to be added to Zion's Bank Account

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick

Court Services – Skip Clapp

Extension Office- Melissa Hamilton

Action Items: Approve and Sign SEA and Office Lease

Human Resources/Risk Management – Pat Duncan

Action Item: IOS Assessment Agreement for Sheriff's Office positions

Information Technology – Jeremy Wilcox

Planning and Zoning-Cynda Herrick

Parks and Recreation- Larry Laxson

Action Item: Sign Idaho Department of Lands Land Use Agreement

10:30 Buildings and Grounds / Solid Waste- Scott Clingan

Action Items: Five Year Sprinkler Inspection Fire Sentry Systems
Credit Application with Dykman Electric
Approve Janitorial Services Agreement with KBS

10:45 **Action Item:** Lake Shore Disposal Residential Rate Increase in Valley County
-Lake Shore Disposal, Scott Carnes

11:00 Road & Bridge Presentation- Jeff McFadden

Action Items: Bid Opening Parks & Recreation 1 Ton Pickup
Credit Application for Fast Undercar
Sign Boulder Lake Road Agreement with U.S. Forest Service
Sign Revised Boulder Lake Road Easement Deed

11:30 **Action Item:** Executive Session per Idaho Code 74-206 1(d)-“to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity

11:45 Commissioner Discussion

Action Items: Meeting Minutes of October 4, 2021

12:00 Recess for Lunch

1:00 Workshop to Review Valley County Solid Waste Rate Structure Study

2:00 **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

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday October 18, 2021