

Valley County Board of County Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
February 28, 2022**

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

Commissioner, Dave Bingaman led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for February 28, 2022. Commissioner Bingaman made a motion to approve the commissioners' agenda for February 28, 2022. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed the commissioners' agenda for February 28, 2022.

Senior Deputy Auditor, Rheta Clingan presented the commissioners with Fiscal Year 2022 claims and board order claims.

Fiscal Year 2022 Claims

General Fund	\$185,032.91
Road & Bridge	\$48,954.97
District Court	\$4,436.59
Indigent & Charity	\$125.00
Revaluation	\$2,039.19
Solid Waste	\$3,215.23

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Tort	\$99,770.50
Weeds	\$1,125.88
Waterways	\$299.49
McCall-Donnelly Snowmobile	\$5,172.38
Smiths Ferry Snowmobile	\$13.41
Cascade-Warm Lake Snowmobile	\$272.23
Extension Agent Fund	\$976.95
OVH Trust	\$776.95
Total:	\$352,211.68

Commissioner Maupin made a motion to approve the claims & board order claims as presented. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented.

Assessor, June Fullmer informed the commissioners that the appraisers were working remotely. She reported that the Assessor's Office hired a new appraiser that would be starting next month. She provided the commissioners with an overview of training that the new appraisers would be attending. She presented on staffing of the Department of Motor Vehicles Offices in McCall and Cascade.

Clerk, Douglas Miller provided an overview of matters that the Clerk's Office was working on. He informed the commissioners that February 28, 2022, was the first day that individuals could submit declaration of candidacy forms to the Clerk's Office for county elected offices. He reported that the last day was March 11, 2022, at 5:00 p.m. He provided some information regarding bills that were being discussed by legislators including a bill related to property tax relief.

Prosecuting Attorney, Brian Naugle provided the commissioners with an overview of cases that are set for jury trial in March of 2022. He advised that he had a meeting with members of Department of Health and Welfare and Sheperd's Home to discuss emergency placements. He briefly discussed the multidisciplinary task force that the Prosecuting Attorney's Office was creating.

Sheriff, Patti Bolen reported on another fatal snowmobile accident that occurred near Sesech, Idaho. Patti discussed the bill that would allow dispatchers to move to the Rule of 80 and indicated that she was in support of the bill. She informed the commissioners that she would be gone next week for Western Sheriff's meeting.

Chief Deputy Treasurer, K.C. Mauk provided an overview of matters that the Treasurer's Office had been working on to include continued tax payment collection.

Building Director, Annette Derrick informed the commissioners that the Building Department was receiving several calls from potential individuals looking to build new homes and commercial buildings.

University of Idaho Extension Educator, Melissa Hamilton provided the commissioners with an overview of matters that she had been involved with as well as other members of the University

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of Idaho Extension Office. She informed the commissioners about the Master Gardner's program that occurred over the weekend. She advised that she would be going on annual leave beginning March 1, 2022. She informed the commissioners that she would be asking for another part time position to assist with the 4-H program during budget preparation.

Human Resource Director, Pat Duncan reported on the recruiting that she was doing for the openings within Valley County. She presented on the hiring of a new appraiser within the Assessor's Office. She discussed a workshop that was on the commissioners' agenda for March 7th. The commissioners discussed the possibility of creating recreation deputies for the Valley County Sheriff's Office.

IT Director, Jeremy Wilcox informed the commissioners about projects that the IT Department had been planning and preparing for. He reported that they are also planning to replace all desktops within the courthouse and possibly upgrading laptops. He informed the commissioners that he was working with Human Resource Director to potentially retool the current Network Analyst position to increase recruitment opportunities. He reported on the rollout of the new software at the Valley County Road Department. Commissioner Maupin advised that the IT Department was the only office to request the use of the former Dispatch Office on the third floor of the courthouse.

Planning & Zoning Director, Cynda Herrick informed the commissioners that the Planning & Zoning Office had been busy over the past two weeks. She reported on the meetings that the Planning & Zoning Commissioners would be having in the up coming months. She reported on a flood plain training that she would be attending in Hayden, Idaho.

Recreation Director, Larry Laxson reported on meetings that he had attended over the past two weeks and provided a brief overview of the topics that were discussed. He briefly discussed the snowmobile accident that had occurred over the weekend. He informed the commissioners about the revenue that had been collected for the snowmobile areas in Valley County with registrations sales. Chairman Hasbrouck asked about the expenditures for the Garmin GPS units. Larry responded and provided the commissioners with the details of the expenditures.

Facilities Director, Scott Clingan presented the bid that was received from Russ Bassett for the jail pod remodel. The commissioners discussed the bid that was received and questioned if there would be any additional cost. Scott provided the commissioners with his opinion of additional work that would need to be done within the jail pod. IT Director, Jeremy Wilcox informed the commissioners what work would need to be completed by the IT Department. Chairman Hasbrouck made a motion to approve the bid that was received from Russ Bassett for the jail pod remodel. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the bid that was received from Russ Bassett for the jail pod remodel.

Facilities Director, Scott Clingan provided the commissioners with an overview of maintenance that had been conducted to the McCall Annex, Solid Waste Transfer Site and Valley County Courthouse. He advised that the boiler inspection would be occurring next month. He advised that he was preparing to send out notification letters to the landowners at Warm Lake about the work that would be done at the Warm Lake Transfer Site. Chairman Hasbrouck asked if Lake

Shore Disposal could have a waste collection service to the homeowners and commercial operations near Warm Lake. Chairman Hasbrouck advised that he would speak with Lake Shore Disposal to see if they could begin a collection service in that area. The commissioners discussed the woody debris pile at the Solid Waste Transfer Site and the existing contract with Lake Shore Disposal that addresses woody debris pile. The commissioners would like to see if Lake Shore Disposal was available to attend a commissioner's meeting for a workshop. The commissioners also discussed the existing ordinance related to dumping of waste at the Solid Waste Transfer Site. Commissioner Maupin asked about the old WICAP Building and the possibility of remodeling the building. Scott advised that he was waiting for bids to be received for the building and he was also having an electrical inspection done to see if the building could be used potentially for the University of Idaho Extension Office. Chairman Hasbrouck reported that he conducted a walkthrough the building with Scott. Scott briefly discussed the maintenance of the Valley County Fairgrounds and voiced his concerns to the commissioners about the existing condition. The commissioners believed that the old WICAP Building should be a priority. The commissioners asked about obtaining another mold test for the north end of the building. Scott advised that he would have another mold test done. He also informed the commissioners of the maintenance that had been done in the old dispatch center.

Road Director, Jeff McFadden presented the letters to amend the Abstein Road Bridge Grant and provided a brief description of the requirements. Commissioner Maupin made a motion to approve the letters as written for the Abstein Road Bridge Grant. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to approve the letters as written for the Abstein Road Bridge Grant.

Road Director, Jeff McFadden discussed another grant that he was researching through Valley Soil & Water Conservation District. The commissioners asked Jeff if Grant Writer, Mary Rosen was working on any additional road or bridge grants. Jeff reported on possible grants that Valley County could potentially apply for. Jeff provided an overview of road maintenance that was being conducted. Commissioner Maupin asked about the maintenance that was going to be conducted in the back country and discussed the recommendations of the Valley County Road Advisory Committee. Jeff reported on the return of a road employee and discussed the maintenance that was done on Farm to Market Road. The commissioners also asked about the planning that Jeff had done related to moving of the Road Department. Jeff explained that he would work on preparing a potential plan for the commissioners to consider.

Chairman Hasbrouck presented the commissioner meeting minutes from February 22, 2022. Commissioner Bingaman made a motion to approve the commissioner meeting minutes from February 22, 2022. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from February 22, 2022.

Chairman Hasbrouck began the discussion to setting commissioners' agendas for April, May, and June of 2022. Chairman Hasbrouck made a motion to set the commissioners' agendas for April 4th, 11th, 18th, 25th, for May 2nd, 9th, 16th, 23rd, cancelling the 30th of May, June 6th, 13th, 21st and 27th. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to set the commissioners' agendas for April 4th, 11th, 18th, 25th, May 2nd, 9th, 16th, 23rd and cancelling May 30th, June 6th, 13th, 21st and 27th.

The commissioners recessed for lunch at 11:35 a.m.

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

Public Relations, McKenzie Kraemer provided a presented to the commissioners with an update of work that she had been doing related to public relations. She had suggestions to improve the YouTube Stream for the public to be able to find agenda items easier. She explained that she had been working on a content calendar for the public to understand timelines for certain matters and deadlines. She advised that she would like to be more consistent on the information that was shared with the public and wanted input from the commissioners and elected officials. She discussed other options to inform the public about certain county government functions. She advised that she had created a form to for county employees to utilize for county related Facebook posts. The commissioners discussed how to better utilize the public relations services of McKenzie Kraemer and presented additional ideas of how to inform the public of certain governmental matters.

The commissioners provide their update regarding the boards that they participate on. Commissioner Bingaman reported that the Waterways Management Plan was progressing, and he explained that there would be a joint meeting. He discussed the winter recreation forum and the matters that were being discussed to include limited parking and the possibility of recreation patrols. He also discussed forest collation meeting that he had been attending. He discussed his involvement with the Stibnite Gold Committee and the need to prepare a road agreement. He advised that he had also been working with a few entities about how to better utilize the woody debris pile at the Solid Waste Transfer Site. He advised that Tamarack Mill was willing to take any woody debris products but advised that the mill did need to make improvements to their facility. Chairman Hasbrouck presented on the Roadless Rules Commission and described the topics that were discussed. He reported on the Central District Health Board meeting and described the topics that were discussed to include a bill that would make mask mandates illegal. He reported on the Boise Forest Collation and explained that the attendance had been reducing over the past few years and the goal was to increase membership. He reported that he was just appointed to the Idaho Association of Counties Unemployment Committee. He also presented on the Valley County EMS LEPC Planning Committee meeting. Commissioner Maupin reported on the WICAP Board meeting that had taken place and advised that WICAP was receiving funding for daycare. She advised that the West Central Mountain Economic Development Council was struggling to find a director for the council and the Housing Professional position. She advised that they were looking at possibly increasing the salary. She presented on the Valley County Fair Board and the workshop that would be occurring with the Valley County Commissioners. Commissioner Maupin briefly presented on the Road Advisory Committee. She talked about the internal committees that she was on to include Strategic Planning Committee and Campus Planning Committee.

Planning & Zoning Director, Cynda Herrick presented on the Ordinance 2022-02 Finding of Facts and Conclusions of Law. Cynda also presented on modifications that were made by Chief Deputy Prosecuting Attorney, Brian Oakey regarding the wording of the finding of facts that was prepared. Commissioner Bingaman made a motion to approve the Finding of Facts for Ordinance 2022-02 for the Amendment to Valley County Code 10-1-3 Scope and 10-1-6 Definitions as proposed. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Finding of Facts for Ordinance 2022-02 for the Amendment to Valley County Code 10-1-3 Scope and 10-1-6 Definitions as proposed.

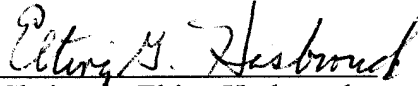
Commissioner Bingaman made a motion to go into Executive Session per Idaho Code 74-206 1(b)-"To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student." Commissioner Maupin seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". Commissioners went into Executive Session per Idaho Code 74-206 1(b)-Personnel at 2:21 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Personnel at 3:00 p.m. No decision was made as it was for evaluation purposes.

The commissioners adjourned at 3:01 p.m.

Attest:


Douglas Miller, Clerk


Chairman, Elting Hasbrouck

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday February 28, 2022

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Clerk, Douglas Miller 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, Rheta Clingan
- 9:10 **Elected Official Reports/Discussion**
Assessor – June Fullmer
Clerk – Doug Miller
Prosecutor – Brian Naugle
Sheriff – Patti Bolen
Treasurer – Johanna Defoort

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick
Court Services – Skip Clapp
Extension Office- Melissa Hamilton
Human Resources/Risk Management – Pat Duncan
Information Technology – Jeremy Wilcox
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson

- 10:30 Buildings and Grounds / Solid Waste- Scott Clingan
Action Item: Sign contract with Russ Bassett for the Jail Pod
- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Item: Sign Requests for Economic Development Administration to Amend Abstein Road Bridge Grant

11:30 Commissioner Discussion

Action Items: Meeting Minutes of February 22, 2022

Set Commissioner Meeting Dates for April, May, and June

12:00 Recess for Lunch

1:00 Presentation from Public Relations McKenzie Kraemer

1:30 Update on Commissioners Boards

2:00 **Action Item:** Ordinance 2022-02 Finds of Facts and Conclusions of Law – Planning and Zoning Director, Cynda Herrick

2:15 **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 March 7, 2022