

Valley County Board of Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
August 8, 2022**

**PRESENT: ELTING HASBROUCK (CHAIRMAN)
 SHERRY MAUPIN (COMMISSIONER)
 EDGAR ALLEN (COMMISSIONER)
 DOUGLAS MILLER (CLERK)**

Senior Deputy Auditor, Rheta Clinga led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for August 8, 2022. Commissioner Allen made a motion to approve the commissioners' agenda for August 8, 2022. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for August 8, 2022.

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

Fiscal Year 2022 Claims

General Fund	\$120,623.75
Road & Bridge	\$51,723.07
District Court	\$1,518.25
Fair	\$114.65
Revaluation	\$557.61
Solid Waste	\$53,524.48
Weeds	\$455.25

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Pest Control	\$346.33
Waterways	\$61,994.76
McCall-Donnelly Snowmobile	\$20.00
Smiths Ferry Snowmobile	\$31.65
Title III Funds	\$20,652.66
Extension Agent Fund	\$964.58
PILT Fund	\$11,418.11

Total: **\$379,418.19**

Commissioner Maupin made a motion to approve the claims and board order claims. Commissioner Allen 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 Assessor's Office did extend an offer to an individual for an opening that the office has. She briefly discussed the closure of the Department of Motor Vehicles Registration Office in McCall. Chairman Hasbrouck asked opened the scanning project that was being conducted by the outside company. June informed the commissioners about the status of the project.

Clerk, Douglas Miller provided the commissioners with an update related to matters involving the Clerk's Office to include the courts, elections, and budgeting. He advised that the Clerk's Office would be respectfully asking that the last day for budget modifications would be on August 11, 2022.

Prosecuting Attorney, Brian Naugle provided the commissioners with an update related to matters involving the Prosecuting Attorney's Office. He informed the commissioners about training that staff had attended. He briefly discussed the possibility of the Prosecuting Attorney's Office moving to a different location for Fiscal Year 2023.

Chief Deputy Treasurer, KC Mauk informed the commissioners that Treasurer, Johanna Defoort was at the Idaho Association of Counties Treasurer's Conference. She reported to the commissioners that there were still 15 properties in tax deed status and reported on payments that had been received for those properties. She explained the tax deed process to the commissioners. KC reported that Treasurer's Office new employee would start on August 16, 2022.

Building Director, Annette Derrick reported on the amount of building permits that were outstanding. She reported on the computer software that was being analyzed to determine an advance in technology within the Building Department to assist with how they handle issuing of permits.

Court Services Director, Skip Clapp reported that there was still one juvenile in custody at the Ada County Juvenile Detention Center but advised that the juvenile might be released on a safety plan. He briefly discussed the VCORP Committee that he participates on and the programs that had been offered.

The first part of the document discusses the importance of maintaining accurate records. It highlights the need for consistency and the potential consequences of errors. The text emphasizes that proper record-keeping is essential for the integrity of the data and the reliability of the results.

In the second section, the author details the methodology used for data collection. This includes a description of the sampling process, the instruments used, and the procedures followed to ensure the quality and accuracy of the data. The methodology is presented in a clear and concise manner, allowing the reader to understand the steps involved in the research process.

The third section of the document presents the results of the study. The data is analyzed and presented in a way that is easy to understand. The author uses tables and graphs to illustrate the findings, and provides a detailed explanation of the results. The results are discussed in the context of the research objectives and the existing literature.

The fourth section of the document discusses the implications of the findings. The author explores the potential applications of the results and the limitations of the study. The text provides a comprehensive overview of the research and its contribution to the field. The author also discusses the need for further research and the potential for future studies.

The final section of the document is a conclusion. The author summarizes the key findings of the study and provides a final statement on the importance of the research. The conclusion is presented in a clear and concise manner, and provides a strong closing to the document. The author also expresses gratitude to the individuals and organizations that supported the research.

University of Idaho Extension Educator, Melissa Hamilton introduced 4-H Coordinator, Alyson Statz and she introduced Intern, Addie Wagner. Alyson reported on the success of the Valley County Fair. She reported that there were over 402 entries and over 100 judges. She discussed the fair animal market sale and briefly discussed the amount of money that was collected. Alyson appreciated the assistance that was provided by the Valley County Road Department and the City of Cascade. Alyson also reported on the improved conditions of the Valley County Fairground. Commissioner Maupin discussed the proposed budget for the Valley County Fair & Rodeo for Fiscal Year 2023. Melissa Hamilton provided the commissioners an update of programs that she had been involved with and the status of the programs. She discussed the art auction that was currently taking place and how the funds would be used for the Cascade Culture Art Center. She reported on a "dutch oven" class that she offered and informed the commissioners that it was a requested class. She discussed an interaction that she had with a peer learning resource and advised that she was co-hosting a cooking event with the individual. She reported on a farm tour that she was planning on scheduling in the future. She informed the commissioners about the operational hours for the University of Idaho Extension Office for the next couple of months and there was a brief discussion about the move of the office to the building near the courthouse.

Human Resource Director, Pat Duncan presented the request to approve the flexible benefits administrator and she informed the commissioners about the research that was conducted. Chief Deputy Prosecuting Attorney, Brian Oakey provided his input related to the matter. Commissioner Maupin made a motion to move forward with a contract with HR Pro after the Prosecuting Attorney's Office reviews the contract. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to move forward with a contract with HR Pro to become the flexible benefit administrator.

Pat reported that there would be a Valley County Benefits Fair and informed the commissioners all the vendors would be able to attend to interact with employees. She reported on the on-boardings that would be occurring on August 16th, 2022, for new employees.

IT Director, Jeremy Wilcox provided an overview of IT projects that the IT Department had been working on for the past two weeks. He reported on future projects that were being reviewed.

Planning & Zoning Director, Cynda Herrick reported on a GIS Layer that was being developed to assist with mapping of areas around the airports. She reported on the Waterways Management Plan and there was conversation about the meeting that was being scheduled for October 17, 2022, after the completion of the plan that was being conducted. She reported that there have been final plats submitted to Planning & Zoning Department and briefly discussed the process. The commissioners also discussed an issue related to developers building private roads and they talked about reviewing additional requirements. The commissioners also discussed what type of information needs to be placed on a plat to document emergency fire protection containers. Cynda reported on the code enforcement work that was being conducted. She reported on the upcoming conferences that she would be attending and provided a brief description of the conferences that would be occurring.

Recreation Director, Larry Laxson presented on meetings that he had attended over the last two weeks and provided a debriefing about the meetings. He reported on revenue that had been

collected on the recreation parks for Fiscal Year 2022. He briefly discussed the preparations that he was doing for the upcoming snow-grooming season.

Larry presented on the LHTAC Grant for Child Pedestrian Safety Grant. Commissioner Maupin made a motion to approve. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve the LHTAC Grant for Child Pedestrian Safety Grant.

Larry presented on the Local Option Tax Funding Agreement for Winter Recreation Parking Lot Snow Maintenance. Commissioner Maupin made a motion to approve. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve.

Building Director, Scott Clingan presented on the action items that were scheduled on the commissioners' agenda. The first matter was the awarding of propane bids. Clerk, Douglas Miller informed the commissioners that there was just one bid received for propane. Chairman Hasbrouck opened the only bid that was received from Amerigas. Commissioner Maupin made a motion to approve the bid that was received from Amerigas to supply propane to Valley County for Fiscal Year 2023. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve the bid from Amerigas to supply propane to Valley County for Fiscal Year 2023.

Chairman Hasbrouck moved to the next item on the agenda which was to open bids for janitorial services. Clerk, Douglas Miller also advised that Valley County only received one bid for janitorial services for the Valley County Courthouse and two for the McCall Annex. Chairman Hasbrouck opened the bid from KellerMeyer Bergensons for \$7,750 per month for cleaning services. Commissioner Maupin made a motion to approve. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck opened the bids for cleaning bids for the McCall Annex. The first bid opened was Kellermeyer Bergensons Services for \$1,595 per month for the cleaning of the McCall Annex. Chairman Hasbrouck opened the second bid from Bonded LLC which was for \$2,150 per month. Commissioner Allen made a motion to accept the bid from Kellermeyer Bergensons Services for \$1,595 per month for cleaning of the McCall Annex. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to accept the bid from Kellermeyer Bergensons Services for \$1,595 per month for cleaning of the McCall Annex.

Building Director, Scott Clingan began the discussion related to the purchase of office furniture and described the existing process. The commissioners deliberated on the matter and specifically the request that was being made by the Treasurer's Office and the process. Chairman Hasbrouck made a motion to approve the request for office furniture as presented by Treasurer, Johann Defoort and allow Building Director, Scott Clingan to purchase the furniture. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the

Scott provided an update regarding the improvement to the University of Idaho Extension Office. He reported to the commissioners that the McCall Annex roof had been repaired and he discussed other maintenance that was being conducted on buildings. He also reported on an issue with solid waste program being abused by an individual in Yellow Pine and informed the commissioners that a citation was signed through the Valley County Sheriff's Office. He

informed the commissioners about the existing conditional use permit for Warm Lake Transfer Station with the Forest Service. There was a belief that a formal work session should be scheduled to discuss the matter in more detail.

Road Director, Jeff McFadden presented on a request for speed bumps on West Potter Lane and what has been done in the past on West Potter Lane. He discussed the additional requests that were being made for speed and the existing ordinance that dictates the process. He also discussed the problems of having speed bumps. Mr. Barry Johnson who resides in Valley County presented on Titus Lane and the request to have speed bumps on Titus Lane or additional speed limit signs. Dan Ostermiller who resides in Valley County presented to the commissioners his concerns regarding the existing dust on the roads. Ms. Jenny Winkeller who owns property on Potter Lane presented on the concerns regarding Potter Lane. Ms. Callie Snuff who owns property on Potter Lane presented her concerns to the commissioners regarding the traffic on Potter Lane. Mr. Scott Eiker presented to the commissioners his concerns regarding the speed of traffic on Potter Lane. Ms. presented to the commissioners in opposition to the request for speed bumps on Potter Lane and voiced her concerns that the road does not get maintained because of the speed bumps. Road Director, Jeff McFadden provided additional testimony to the commissioners for consideration. Commissioner Maupin provided a response to the testimony was that received but did not believe that speed bumps were the solution on all dirt roads. It was explained that Road Director, Jeff McFadden had approved 4 different speed bumps and the commissioners wanted to look at an ordinance. Commissioner Maupin requested additional time to research before she would be able to take a stance. Commissioner Allen provided his opinion regarding the topic and advised that there were several different things to consider. Road Director, Jeff McFadden read into the record an email that was received from Donnelly Rural Fire Department in which they do not believe that Valley County should be allowing individuals to set speed bumps. Members of the community again voiced concerns that enforcement of speed laws was the solution. The commissioners discussed possible solutions. Chairman Hasbrouck believed that if all property owners would support speed bumps, he would be supportive. Commissioner Maupin believed that additional discussion needs to take place with the Donnelly Fire Department. Commissioner Allen felt that continued discussion needs to take place to develop a formal solution. The commissioners advised that they would not be recommending any changes, but future conversations need to occur to resolve the matter.

Members of Squaw Creek Soil Conservation District presented to the commissioners and provided an overview of projects that Squaw Creek Soil Conservation District had been working on. Mr. Randy did voice concerns that there were projects that had been identified but not completed. Mr. Art Beale also provided additional information to the commissioners regarding accomplishments of Squaw Creek Soil Conservation District.

Chairman Hasbrouck presented the commissioner meeting minutes of August 1, 2022. Commissioner Maupin made a motion to approve commissioner meeting minutes of August 1, 2022. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meetings of August 1, 2022, as presented.

The commissioners recessed for lunch at 12:32 p.m.

The commissioners returned from lunch at 1:04 p.m.

Chairman Hasbrouck began the discussion related to updates on commissioners' boards. Chairman Hasbrouck provided an overview of the committees he participates on and informed the commissioners that he had a break from several of the committees. Commissioner Allen reported that he missed the meeting with Valley Soil & Water Conservation District. He also provided a brief overview of the matters being discussed during the Waterways Committee. Commissioner Maupin presented on committees that she attends and provided a thorough outline of what matters were being addressed and discussed. She advised that she believed that the road contract with Perpetua Resources was set to expire and felt that there were additions that should be included in the contract.

Stephanie Nelson with Wildfire Prevention & Associates presented the professional services agreement and discussed the modification that she would like to see that are included. Chairman Hasbrouck made a motion to approve the professional services agreement with Wildfire Prevention & Associates. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve the professional services agreement with Wildfire Prevention & Associates.

Commissioner Maupin 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 counsel at an executive session does not satisfy this requirement."-Litigation Chairman Hasbrouck seconded the motion. No further discussion, by roll call vote Commissioner Maupin and Chairman Hasbrouck voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(f)-Litigation at 2:05 p.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 2:50 p.m. No action was taken after the Executive Session per Idaho Code 74-206 1(f)-Litigation.

Clerk, Douglas Miller began the Budget Workshop for Fiscal Year 2023 and provided an overview of budget matters that needed to be addressed. Prosecuting Attorney, Brian Naugle presented on the possible move of the Prosecuting Attorney's Office to a different location specifically leasing of the AmeriTitle building in Cascade. The commissioners discussed potential costs associated with a move to the AmeriTitle building. The commissioners reviewed the proposed Waterways Budget. Clerk, Douglas Miller presented on proposed commercial solid waste fees and informed the commissioners about the analysis that was being conducted. Jail Commander, Michael Lacroix presented to the commissioners on the request to have an expense line to contract for medical purposes. Clerk, Douglas Miller provided the commissioners with an understanding of the proposed amount to be levied for Fiscal Year 2023 which was at the maximum allowed per the L2 worksheet.

The commissioners adjourned at 4:11 p.m.

Elting A. Hasbrouck
Chairman, Elting Hasbrouck

Attest:

Douglas Miller, Clerk

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday August 8, 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
Action Item: Approve Flexible Benefits Administrator
Information Technology – Jeremy Wilcox
Planning and Zoning-Cynda Herrick
Parks and Recreation- Larry Laxson

Action Item: Sign Acceptance of LHTAC Grant for Child Pedestrian Safety Grant
Sign Local Option Tax Funding Agreement for Winter Recreation
Parking Lot Snow Maintenance

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

Action Items: Bid Openings for Propane Bids
Bid Openings for Janitorial Services
Discussion and Decision on Office Furniture Purchase

- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Item: Discussion on Speed Bumps on County Roads
- 11:30 Update on Squaw Creek Soil Conservation District
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of August 1, 2022
- 12:00 Recess for Lunch
- 1:00 Update on Commissioners Boards
- 1:30 **Action Item:** Approve Professional Services Agreement with Wildfire Prevention & Associates
- 2:00 **Action Item:** 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 counsel at an executive session does not satisfy this requirement”-Litigation
- 2:30 Fiscal Year 2023 Budget Workshop – Clerk, Douglas Miller
Prosecuting Attorney’s Office-Brian Naugle
Review Additional Budget Requests from Valley County Waterways Advisory Committee
Review Proposed Solid Waste Fees
Review Other Fiscal Year 2023 Budget Matters for Overall Budget

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Monday August 15, 2022