

# 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

**SHERRY MAUPIN**  
*Chairman of the Board*  
[smaupin@valleycountyid.gov](mailto:smaupin@valleycountyid.gov)

**KATLIN CALDWELL**  
*Commissioner*  
[kcaldwell@valleycountyid.gov](mailto:kcaldwell@valleycountyid.gov)

**NEAL THOMPSON**  
*Commissioner*  
[nthompson@valleycountyid.gov](mailto:nthompson@valleycountyid.gov)

**GABRIELLE KNAPP**  
*Clerk*  
[gknapp@valleycountyid.gov](mailto:gknapp@valleycountyid.gov)

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
June 1, 2026**

**PRESENT:**                   **SHERRY MAUPIN (CHAIRMAN)**  
                                  **NEAL THOMPSON (COMMISSIONER)**  
                                  **KATLIN CALDWELL (COMMISSIONER)**  
                                  **GABRIELLE KNAPP (CLERK)**

Commissioner Thompson led the Pledge of Allegiance.

**Action Item:** Chairman Maupin presented the commissioners' agenda for June 1, 2026 and amended it. Commissioner Caldwell made a motion to approve the commissioners' agenda for June 1, 2026, as amended. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for June 1, 2026, as amended.

**Action Item:** Commissioner Caldwell made a motion to approve the commissioners' meeting minutes from May 18, 2026. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' meeting minutes from May 18, 2026.

**Action Item:** Chairman Maupin started a discussion with the commissioners on the commissioner meeting dates for July, August and September 2026. The commissioners decided to set the meetings for July 6, 13, 21 and 27, August 3, 10, 17, and 24 September 8, 14 and 28<sup>th</sup>. Commissioner Caldwell made a motion to set the commissioner meeting dates as stated. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve setting the commissioner meeting dates as stated.

**Action Item:** Clerk, Gabby Knapp asked the commissioners to approve Resolution 2026-12 Authorizing Destruction of County Records. Commissioner Thompson made a motion to approve Resolution 2026-12 Authorizing Destruction of County Records. Commissioner

Board of County Commissioners Meeting  
June 1, 2026

Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 2026-12 Authorizing Destruction of County Records.

**Action Item:** Clerk, Gabby Knapp asked the commissioners to approve Shred-it Purge Service Agreement. Commissioner Caldwell made a motion to approve Shred-it Purge Service Agreement for up to \$2,900. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Shred-it Purge Service Agreement for up to \$2,900.

Chairman Maupin explained that Director Derrick is unable to attend today's meeting. Chairman Maupin gave a brief update that Director Derrick had emailed her.

Dee Dee Phillips, Court Service Director, gave the commissioners an update on her department. Director Phillips reported on the Juvenile Justice Summit in McCall. She reported her staff will be attending ICAD and Arcon training happening next week. She reported on Courage to Connect program. She reported that the drug testing at the probation office is growing.

Melissa Hamilton, Extension Office Director, gave an update on her department. She went over the 4H programs that her office is working on. Director Hamilton explained about a conference that she will be attending. Director, Hamilton introduced her new staff to the commissioners.

Mike Savoie, Human Resource Director, gave a report of his department. He reported that the county has 167 current employees and 6 onboarding soon. He went over the recruiting that he is doing. He reported that he has been working on a compensation plan recommendation and a compensation plan.

Information Technology Director Jeremy Wilcox, gave a report on his department. He discussed the commissioner's room tech remodel. The commissioners discussed the need for phones to be looked at for upgrades. He discussed his budget preparations that he has been working on.

**Action Item:** Planning and Zoning Director, Cynda Herrick, presented the commissioners resolution 2026-11 to update Planning and Zoning Fees for Engineering Reimbursement in Riparian Area Overlays. Commissioner Caldwell made a motion to approve resolution 2026-11 to update Planning and Zoning Fees for Engineering Reimbursement in Riparian Area Overlays. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve resolution 2026-11 to update Planning and Zoning Fees for Engineering Reimbursement in Riparian Area Overlays.

Director Herrick gave a report on her department. They discussed entering into an agreement with the cities for the Valley Count surveyor to review their plats. She discussed code enforcement for the county.

**Action Item:** Parks and Recreation Director, Dave Bingaman, presented the commissioners the user count cooperator agreement with Payette National Forest. Commissioner Thompson made a motion to approve the user count cooperator agreement with Payette National Forest. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the user count cooperator agreement with Payette National Forest.

Director, Bingaman gave a report on his department. He informed the commissioners of the updated road map that he is working on. He reported that Horsethief campground is now open and only two spaces were empty.

Public Relations Representative, McKenzie Kraemer, gave a report. For Facebook there were 137,000 views, 6,058 engagements, 34 posts and we have 6501 followers. She gave an update on the county website. 12,212 users hit the website and user engagement was 21,032. She reported that she has a draft for the operation guide for Facebook.

**Action Item:** Weed & Pest Supervisor, Steve Anderson, presented the commissioner's 2026 Eurasian Watermilfoil Treatment Contract. Commissioner Caldwell made a motion to approve the 2026 Eurasian Watermilfoil Treatment Contract for \$35,000. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the 2026 Eurasian Watermilfoil Treatment Contract for \$35,000.

**Action Item:** Assessor, Sue Leeper, asked the commissioner to sign the proposal from Hatch Design for the new DMV hybrid remodel. Commissioner Caldwell made a motion to approve the proposal from Hatch Design for the new DMV hybrid remodel upon prosecutor approval. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the proposal from Hatch Design for the new DMV hybrid remodel upon prosecutor approval.

**Action Item:** Commissioner Caldwell presented the commissioner's an RFP for Solid Waste Transfer Site and Solid Waste master planning RFP Consultant. Commissioner Thompson made a motion to approve going out for an RFP for Solid Waste Transfer Site and Solid Waste master planning RFP Consultant. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve going out for an RFP for Solid Waste Transfer Site and Solid Waste master planning RFP Consultant.

**Action Item:** Director, Kerstin Dettrich, asked the commissioners to change signing authority and assign a signing authority for John Stevenson. The commissioner explained that only Directors have signing authorities. Commissioner Thompson made a motion to increasing Director Dettrich's signing authority to \$150,000. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to increasing Director Dettrich's signing authority to \$150,000.

**Action Item:** Director, Kerstin Dettrich, presented the commissioners a request to sign BST Paving Contract. Commissioner Caldwell made a motion to approve request to sign BST Paving Contract for \$229,000. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve request to sign BST Paving Contract for \$229,000.

**Action Item:** Director, Kerstin Dettrich, presented the commissioners with a request to sign LHTAC State and Local Agreement PROJECT NO. A024(300) Lakeshore Dr Surface and Drainage. Commissioner Caldwell made a motion to approve request to sign LHTAC State and Local Agreement PROJECT NO. A024(300) Lakeshore Dr Surface and Drainage. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Request to Sign LHTAC State and Local Agreement PROJECT NO. A024(300) Lakeshore Dr Surface and Drainage.

**Action Item:** Director, Kerstin Dettrich, had a discussion on adding two Road Tech III positions & additional Road Tech 1 & 2 positions. Commissioner Thompson made a motion to approve adding two Road Tech III positions & additional Road Tech 1 & 2 positions. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve adding two Road Tech III positions & additional Road Tech 1 & 2 positions.

**Action Item:** Chairman Maupin 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 Caldwell seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(b) at 11:37 am.

**Action Item:** Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-personnel. Commissioner Caldwell made a motion to move forward on what was decided in executive. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to move forward on what was decided in executive.

The commissioners recessed for lunch at 12:15 p.m.

The commissioners returned from lunch at 1:15 p.m.

**Action Item:** Planning and Zoning Director, Cynda Herrick, presented the commissioners with VAR 26-002 Koskella Shared Driveway Variance to access 4 residential uses. Director Herrick gave the commissioners a staff report. Commissioner Caldwell made a motion to approve VAR 26-002 Koskella Shared Driveway as per the Planning and Zoning Commission reaccommodation with the following conditions of approval: must record a shared driveway maintenance agreement and adopt the Planning and Zoning commission facts and conclusions as our own. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve VAR 26-002 Koskella Shared Driveway as per the Planning and Zoning Commission reaccommodation with the following conditions of approval: must record a shared driveway maintenance agreement and adopt the Planning and Zoning commission facts and conclusions as our own.

**Public Hearing/Action Item:** Chairman Maupin explained that the applicant is detained behind a road closure of the highway due to an accident yesterday. Commissioner Caldwell made a motion to remove this matter from the table. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to remove this matter from the table.

Chairman Maupin opened the public hearing for SUB 25-018 Tripod View - Appeal of P&Z Commission Decision of Denial. Chairman Maupin requested testimony from the public.

Michael Hara spoke in opposition to the matter.

Amber Summers spoke in opposition to the matter.

Holly Westen spoke in opposition to the matter.

Genie O'Hara spoke in opposition to the matter.

Tom Westen spoke in opposition to the matter.

Kenneth Neely with Idaho Water Engineering LLC gave a presentation on his Hydrology report.

Susan Brown from Boise and Highvalley spoke in opposition to the matter.

Brian Sheets representative for Jennifer Hun and Jonathan Kenny spoke.

Abigail Germaine asked to speak to the board on another day.

**Action Item:** Commissioner Caldwell made a motion to table SUB 25-018 Tripod View - Appeal of P&Z Commission Decision of Denial to June 15, 2026, at 1:00 PM. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to table SUB 25-018 Tripod View - Appeal of P&Z Commission Decision of Denial to June 15, 2026, at 1:00 PM.

**Public Hearing/Action Item:** Chairman Maupin opened the public hearing for appeal of P&Z Commission approval of 25-032 McClellan/Smith Solar Panels. Planning and Zoning Director, Cynda Herrick, gave a staff report. The appellants' attorney, Julie Thrower gave testimony. The applicant Joey Richardson, project manager, gave testimony for the applicant. The applicant Kristin McClellan gave testimony.

Kristi Pedersen spoke in favor of the appeal.

Todd Silverman spoke in favor of the appeal.

Tomas Ronay spoke in favor of the appeal.

The applicant spoke again of the appeal.

The appellant's attorney, Julie Thrower gave closing remarks.

Director Herrick made clarifying statements.

Chairman Maupin closed the public hearing. Commissioner Caldwell made a motion to table the matter to June 15, 2026, at 2:00 PM. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to table the matter to June 15, 2026, at 2:00 PM.

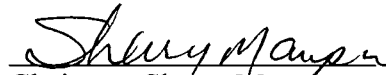
**Public Hearing/Action Item:** Chairman Maupin opened the public hearing for ordinance amendment to Title 3-5 Valley County transfer station and resolution establishing fees for covers on loads Resolution 2026-10 Fees for Valley County Transfer Station. Planning and Zoning Director, Cynda Herrick, gave a staff report. The commissioners discussed next steps if approved. No one was here to speak on the matter.

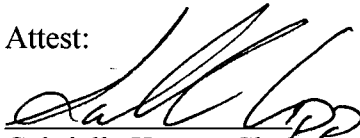
Commissioner Thompson made a motion to approve ordinance 2026-01 amendment to Title 3-5 Valley County transfer station and resolution establishing fees for covers on loads Resolution 2026-10 Fees for Valley County Transfer Station. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve ordinance

2026-01 amendment to Title 3-5 Valley County transfer station and resolution establishing fees for covers on loads Resolution 2026-10 Fees for Valley County Transfer Station.

**Action Item:** Chairman Maupin started a discussion on CUP 25-033 Brown Development Agreement. They worked out the details of the development agreement with Kendra Brown. The matter was tabled till June 8, 2026 at 11:45.

The commissioners adjourned at 3:55 p.m.

  
Chairman Sherry Maupin

Attest:  
  
Gabrielle Knapp, Clerk

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**NEAL THOMPSON**  
*Commissioner*  
[nthompson@valleycountyid.gov](mailto:nthompson@valleycountyid.gov)

## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 1, 2026

**GABRIELLE KNAPP**  
*Clerk*  
[gknapp@valleycountyid.gov](mailto:gknapp@valleycountyid.gov)

**Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Clerk, Gabby Knapp 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 **Action Item:** Call to Order – Pledge of Allegiance – Approve Agenda

9:00 Commissioner Discussion  
**Action Items:** Meeting Minutes of May 18, 2026  
Set Meeting Dates for July, August and September 2027

9:05 **Action Item:** Approve Resolution 2026-12 Authorizing Destruction of County Records  
Approve Shred-it Purge Service Agreement – Clerk, Gabby Knapp

9:10 **Department Head Reports**

*N/A* – Building Department – Annette Derrick  
Court Services – Dee Dee Phillips  
Extension Office- Melissa Hamilton  
Human Resources/Risk Management – Mike Savoie  
Information Technology – Jeremy Wilcox  
Planning and Zoning-Cynda Herrick

**Action Item:** Resolution to Update Planning and Zoning Fees for Engineering Reimbursement in Riparian Area Overlays

Parks and Recreation- Dave Bingaman  
**Action Item:** Sign User Count Cooperator Agreement with Payette National Forest

*N/A* – Wildfire Mitigation Program – Mara Hlawatschek

*10:00 Madkramer - Public Relations*

10:30 **Action Item:** Approve Proposal from Hatch Design for New DMV Hybrid Remodel – Assessor, Sue Leeper

10:40 **Action Item:** Approve 2026 Eurasian Watermilfoil Treatment Contract – Weed & Pest Control Supervisor, Steve Anderson

10:45 Buildings and Grounds / Solid Waste- Terri Kenneda  
**Action Item:** Approve an RFP for a Solid Waste Transfer Site and Solid Waste

Master Planning RFP consultant

~~11:15 Public Relations - McKenzie Kraemer~~

11:30 Road & Bridge Presentation- Kerstin Dettrich

**Action Items:** Forest Service Schedule A Agreement

Discussion on FY26 Budget Update from the Road Department

Request to Add Two Road Tech III Positions & Additional Road Tech 1  
& 2 Positions

Discussion on Work Session for Development Agreements and  
Proportionate Share

Request to Update Signing Authority and Establish John Stevensons  
Signing Authority

Request to Sign LHTAC State and Local Agreement PROJECT NO.  
A024(300) Lakeshore Dr Surface and Drainage

Request to Sign BST Paving Contract

11:45 **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

12:15 Recess for Lunch

1:15 **Action Item:** VAR 26-002 Koskella Shared Driveway Variance to Access 4 Residential Uses – Planning and Zoning Director, Cynda Herrick

1:30 **Public Hearing/Action Item:** SUB 25-018 Tripod View - Appeal of P&Z Commission Decision of Denial – Planning and Zoning Director, Cynda Herrick

2:30 **Public Hearing/Action Item:** Appeal of P&Z Commission Approval of 25-032 McClellan/Smith Solar Panels – Planning and Zoning Director, Cynda Herrick

3:00 Opportunity for General Public to Present to Commissioners

3:00 **Public Hearing/Action Item:** Ordinance Amendment to Title 3-5 Valley County Transfer Station and Resolution Establishing Fees for Covers on Loads Resolution 2026-10 Fees for Valley County Transfer Station – Planning and Zoning Director, Cynda Herrick

3:15 **Action Item:** CUP 25-033 Brown Development Agreement

Adjourn

COMMISSIONERS FUTURE MEETING DATE

Monday June 8, 2026