

# Valley County Board of County Commissioners

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**SHERRY MAUPIN**

*Chairman of the Board*  
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**KATLIN CALDWELL**

*Commissioner*  
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**NEAL THOMPSON**

*Commissioner*  
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**DOUGLAS A. MILLER**

*Clerk*  
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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS  
CASCADE, IDAHO  
June 16, 2025**

**PRESENT:      SHERRY MAUPIN (CHAIRMAN)  
NEAL THOMPSON (COMMISSIONER)  
KATLIN CALDWELL (COMMISSIONER)  
DOUGLAS MILLER (CLERK)**

Chairman, Sherry Maupin led the Pledge of Allegiance.

**Action Item:** Chairman Maupin presented the commissioners' agenda for June 16, 2025. Commissioner Thompson made a motion to approve the commissioners' agenda for June 16, 2025. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for June 16, 2025.

**Action Item:** Chairman 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 being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement."-Litigation Commissioner Thompson 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(f)-Litigation at 9:16 a.m.

Chairman Maupin brought the commissioner out of the Executive Session per Idaho Code 74-206 1(f)-Litigation at 10:00 a.m. No decision was made after the Executive Session.

**Action Item:** Chairman Maupin presented the commissioner meeting minutes from June 9, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from June 9, 2025. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from June 9, 2025.

**Action Item:** Chairman Maupin presented the Valley County Reemployment Policy. Commissioner Caldwell made a motion to approve the Valley County Reemployment Policy. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley County Reemployment Policy.

**Action Item:** Chairman Maupin presented the letter of support and financial contribution for Squaw Creek Soil Conservation District. Commissioner Thompson made a motion to approve the letter of support and financial contribution of \$950 to Squaw Creek Soil Conservation District. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support and financial contribution of \$950 to Squaw Creek Soil Conservation District.

**Action Item:** Chairman Maupin advised Resolution 2025-13 would be presented later in the afternoon.

**Action Item:** Chairman Maupin presented the response letter to Association of General Contractors. Commissioner Thompson made a motion to approve the response letter to the Association of General Contractors. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the response letter to Association of General Contractors.

Clerk, Douglas Miller began budget workshops for the Clerk's Office, Elections, Election Consolidation, District Court, Commissioners, Public Relations Contract, Civil Defense, Economic Development, General Fund, Welfare Director, General Fund Reserve, Airport, Fair, Health District, Junior College Tuition, Tort and Veteran's Memorial. A copy of the budget worksheets presented can be obtained upon request through the Valley County Clerk's Office.

**Action Item:** Treasurer, Johanna Defoort presented on a request for a new email address with the LGIP and explained the reason why it was necessary to provide a new email address. Commissioner Caldwell made a motion to approve the request has presented by Treasurer, Defoort. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the request for an updated email address with the LGIP.

The commissioners began the workshop to discuss a process for contributions that Valley County makes to non-profit organizations for Fiscal Year 2026. Chairman Maupin provided an overview of the existing process and provided her opinion regarding future funding of non-profits. The commissioners felt that a formal application process should be implemented by the non-profits, and they discussed options for consideration. The commissioners requested that a dedicated amount of \$200,000 be budgeted for non-profits and requiring those organizations to apply for the funds from Valley County.

**Action Item:** Grant Writer, Ken Schlegel presented on the grant application for the Central District Health Mini-Grant and explained the grant to the commissioners. Commissioner Caldwell made a motion to approve the Central District Health Mini-Grant as presented. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Central District Health Mini-Grant as presented.

**Action Item:** Grant Writer, Ken Schlegel presented on a grant application for Safe Streets and Roads for All Comprehensive Safety Action Plan-Grant and explained the process to the commissioners. Road Engineer, Dan Coonce also provided an overview of the opportunities for the county if the grant was awarded for the Safe Streets and Roads for All Comprehensive Safety Action Plan Grant. Commissioner Thompson made a motion to approve the grant application for Safe Streets and Roads All Comprehensive Safety Action Plan. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the grant application for Safe Streets and Roads All Comprehensive Safety Action Plan.

The commissioners recessed for lunch at 11:52 a.m.

The commissioners returned from lunch at 1:03 p.m.

**Action Item:** Fire Mitigation Director, Mara Hlawatschek presented the bid openings for East McCall 22WFM-Valley. Chairman Maupin opened the first bid from Jeffrey Miller Excavation for 19.9 acres with \$2,750 per acre for a total of \$54,725.00. Chairman Maupin opened the next bid from Baron Loper which was \$2,274 per acre for a total of \$45,253.00. Chairman Maupin opened the next bid from Specialized Landworks with a bid for \$2,995.00 per acre for a total \$59,601. Chairman Maupin opened the next bid Silver Creek Brush Management for \$1,500 per acre for a total of \$29,850. Chairman Maupin opened the next bid from Rad Mulching with a bid for \$1,989.00 per acre for a total of \$39,581.00. Chairman Maupin opened the last bid from D&D Tree Services \$3,190 per acre for a total of \$63,481.00. The commissioners had questions for Fire Mitigation Director, Mara Hlawatschek responded accordingly. Commissioner Thompson made a motion to accept the bid from Silver Creek Brush Management for \$1,500 per acre for a total of \$29,850. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the bid from Silver Creek Brush Management for \$1,500 per acre for a total of \$29,850.

**Action item:** Fire Mitigation Director, Mara Hlawatschek presented an amendment to Kings Pine GNA Agreement. Commissioner Caldwell made a motion to approve the amendment to Kings Pine GNA Agreement as presented. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the amendment to Kings Pine GNA Agreement as presented.

Fire Mitigation Director, Mara Hlawatschek provided a presentation to the commissioners and gave an opportunity to preview the mobile risk assessment dashboard and explained the MRA to the commissioners. She explained the assessment process to the commissioners and advised that there are 5000 structures that have not been assessed. Emergency Services Manager Juan Bonilla was also in attendance to answer questions from the commissioners. Fire Mitigation Director, Mara Hlawatschek provided further explanation of how mobile risk assessment can be used by fire professionals. The commissioner had questions about whether the mobile risk assessment could be used as a tool for Planning & Zoning and specifically developers. Fire Mitigation Director, Mara Hlawatschek and Emergency Services Manager, Juan Bonilla explained the need for future funding of the MRA and the discussions that had been made with the federal government or the state and explained that it was advised that the assessment needed to be funded locally.

Emergency Services Manager Juan Bonilla presented to the commissioners regarding the EMP Grant and the status of the grant for Fiscal Year 2026. He advised that there is an unknown if the grant will be funded for Fiscal Year 2025 or Fiscal Year 2026. He discussed the cost and workload of the position, and he felt that there might be a need to review the job description in the future. The commissioners had questions and Emergency Services Manager Bonilla responded accordingly.

Veterans Service Officer, Jamie Coffee Kelly provided a presentation to the commissioners regarding the existing program that she offers to the veterans within the community and wanted to know the expectations of the commissioners. She requested an increase in the monthly compensation that she currently receives to \$1,000 per month.

Members of the Lake Irrigation District presented to the commissioners on a proposed conservation project. Mr. Will Mackey began the presentation to the commissioners with the support of Justin and Shirley Florence. He advised that there would be 97 individuals who would be receiving access to the irrigation water. He explained that the Lake Irrigation District would be requesting an easement from Valley County and advised that they have been working on the project since 2014. Mr. Justin Florence provided information to the commissioners regarding the project and the potential use of the county right of way. Road Engineer, Dan Coonce explained that his concerns that it would need to be as far as road as possible and would need to follow guidelines. The commissioners advised that Lake Irrigation District would need to work with the Valley County Road Department and there would be a necessity to obtain the appropriate permits. Lake Irrigation District appreciated the opportunity to present to the commissioners and advised they would communicate with the road department.

**Action Item:** Chairman Maupin presented Resolution 2025-13 for the Cascade Annex Renovations. Commissioner Thompson read into the record Resolution 2025-13. Commissioner Thompson made a motion to approve Resolution 2025-13 Cascade Annex Renovations. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve resolution 2025-13.

Chief Deputy Clerk, Gabrielle Knapp and Assessor, Sue Leeper provided an update to the commissioners regarding the second annual update of the Valley County Master Facility Plan and Comprehensive Financial Plan. The commissioners would like to add approval to the Valley County Master Facility Plan and Comprehensive Financial Plan next commissioner's meeting.

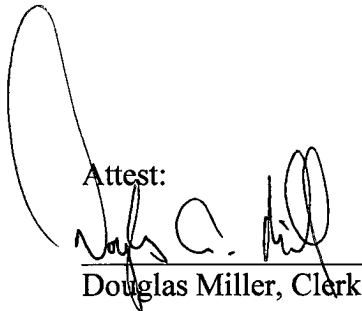
**Action Item:** Chairman Maupin made a motion to go into Executive Session per Idaho Code 74-206 1(d)-"To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code."-Indigent. Commissioner Caldwell seconded the motion. No further discussion, by roll call vote all commissioners voted "aye." The commissioners went into Executive Session per Idaho Code 74-206 1(d)-Indigent at 3:25 p.m.

Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)-Indigent at 3:33 p.m. Commissioner Caldwell made a motion to approve the indigent cases as presented for case number 25-103 and case number 25-F61. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the indigent cases as presented for case number 25-103 and case number 25-F61.

**Action Item:** 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 legal counsel at an executive session does not satisfy this requirement.”-Litigation Commissioner Caldwell seconded the motion. By roll call vote all commissioners voted “aye”. The commissioners went into Executive Session per Idaho Code 74-206 1(f)-Litigation at 3:34 p.m.

Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation 3:58 p.m. No decision was made after the Executive Session. The commissioners adjourned at 4:00 p.m.

*Neal Thompson*  
*acting chairman*

Attest:  
  
Douglas Miller, Clerk

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Chairman, Sherry Maupin

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**NEAL THOMPSON**  
*Commissioner*  
[nthompson@co.valley.id.us](mailto:nthompson@co.valley.id.us)

## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 16, 2025

**DOUGLAS A. MILLER**  
*Clerk*  
[dmiller@co.valley.id.us](mailto:dmiller@co.valley.id.us)

**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 **Action Item:** Call to Order – Pledge of Allegiance – Approve Agenda

9:00 **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 being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation

9:30 Commissioner Discussion

**Action Items:** Meeting Minutes of June 9, 2025

Approve Valley County Reemployment Policy

Fill out and Sign Letter of Support for Financial and Match Report for Squaw Creek Soil Conservation District

Resolution 2025-13 Cascade Annex Renovations

Approve Response Letter to Association of General Contractors

9:30 Budget Workshop for Fiscal Year 2026-Clerk, Douglas Miller

101-00 Clerk's Office – Clerk, Douglas Miller

100-15 Elections-Clerk, Douglas Miller

115-00 Elections Consolidation – Clerk, Douglas Miller

106-51 District Court – Clerk, Douglas Miller

9:45 Budget Workshop for Fiscal Year 2026-Clerk, Douglas Miller

100-05 Commissioners

Public Relations Contract

100-11 Civil Defense

100-12 Economic Development

100-18 General Fund

100-25 Welfare Director  
100-29 General Fund Reserve  
103-00 Airport  
109-00 Fair, Grounds and Buildings  
111-00 Health District  
117-00 Junior College Tuition  
124-00 Tort  
125-00 Veterans Memorial

11:00 **Action Item:** Approve New Email Addresses with the LGIP – Treasurer, Johanna Defoort

11:15 Workshop to Discuss Process for Non-Profit Grant Contributions for Fiscal Year 2026

11:45 **Action Item:** Authorize to Apply for the Central District Health Mini-Grant  
Safe Streets and Roads for All Comprehensive Safety Action Plan-Grant  
Writer, Ken Schlegel

12:00 Recess for Lunch

1:00 Opportunity to Preview Mobile Risk Assessment Dashboard

1:45 **Action Item:** Bid Opening East McCall Unit 4 – 19.9 Acres  
Amendment to Kings Pine GNA Agreement – Mara Hlawatschek

2:00 Budget Workshop to Discuss Emergency Services Manager Agreement

2:15 Budget Workshop to Discuss Veterans Service Officer Agreement

2:30 Lake Irrigation Presentation Related to Proposed Conservation Project

3:00 Second Annual Update to the Valley County Master Facilities and Comprehensive Financial Plan – Chief Deputy Clerk, Gabrielle Knapp

3:30 Opportunity for General Public to Present to Commissioners

3:30 **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

4:00 **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 being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation

Adjourn

COMMISSIONER'S FUTURE MEETING DATE

Monday June 23, 2025