

# 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@co.valley.id.us](mailto:smaupin@co.valley.id.us)

**KATLIN CALDWELL**  
*Commissioner*  
[kcaldwell@co.valley.id.us](mailto:kcaldwell@co.valley.id.us)

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

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

## IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO June 23, 2025

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

**Excused Absence: SHERRY MAUPIN (CHAIRMAN)**

Acting Chairman, Neal Thompson led the Pledge of Allegiance.

**Action Item:** Acting Chairman, Neal Thompson presented the commissioners agenda for June 23, 2025. Commissioner Caldwell made a motion to modify the agenda. Acting Chairman, Neal Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for June 23, 2025.

Senior Deputy Auditor, Rheta Clingan presented the claims and board order claims to the commissioners.

### Fiscal Year 2025 Claims

General Fund	\$76,073.65
Road & Bridge	\$51,456.25
District Court	\$2,623.55
ARPA Fund	\$1,192.10
Election Consolidation	\$688.30
Junior College Tuition	\$1,950.00
Revaluation	\$850.00
Solid Waste	\$232,058.37
Weeds	\$1,268.32

Board of County Commissioners Meeting  
June 23, 2025

Indigent & Charity	\$3,350.00
Waterways	\$3,144.12
Extension Agent Fund	\$282.04
OHV Fund	\$856.00
LACTF Fund	\$80,593.00
<hr/>	
Total:	<b>\$456,385.70</b>

**Action Item:** Commissioner Caldwell made a motion to approve the claims and board order claims as presented for June 23, 2025. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for June 23, 2025.

Sheriff, Kevin Copperi informed the commissioners that the Sheriff's Office would be providing a year end report related to operations of the Valley County Sheriff's Office to include Valley County Search & Rescue Operations. Unit Coordinator, David Carey and Heather provided an overview of search & rescue operations for calendar year 2024. A copy of the report will be appended to the commissioner's meeting minutes. The commissioners had the opportunity to ask questions and Unit Coordinator, David Carey and Heater responded accordingly.

Lieutenant, Jeremy Mitchell and Sheriff, Kevin Copperi provided a year end report to the commissioners related to the operations of the Valley County Sheriff's Department for calendar year 2024. A copy of the report will be appended to the commissioner's meeting minutes. The commissioners had the opportunity to ask questions, and Lieutenant Mitchell and Sheriff Copperi responded accordingly.

Court Services Director, Dee Dee Phillips provided an update to the commissioners regarding the operations of the court services department and provided statistics to the commissioners regarding the pre-trial services operations and misdemeanor probation services. She also provided an update to the commissioners regarding the involvement of probation within the community. She also informed the commissioners about an event that she facilitated. She provided the commissioners with an update related to training that the court services office had received for ARCON. She also reported on the grants that have been researched by Grant Writer, Ken Schlegel. She also discussed the partnerships that she has attempted to develop and explained how the partnerships have had a positive impact on the community.

University of Idaho Extension Educator, Melissa Hamilton provided the commissioners with an overview of programs that she has been involved with to include a national program. University of Idaho 4-H Coordinator, Alyson Statz informed the commissioners about 4-H programs that had been her focus and described in detail the programs.

IT Director, Jeremy Wilcox provided the commissioners with an overview of IT matters to include software updates and the email migration domain. He also advised that he was attempting to finalize the budget for Fiscal Year 2026 and prepare for employees to move into the Cascade Annex.

Planning & Zoning Director, Cynda Herrick provided the commissioners with an update regarding the review of the software programs for the Planning & Zoning Department. She shared with the commissioners that a draft comprehensive plan was ready to be submitted to the Valley County Planning & Zoning Commission with the possibility of a public hearing to occur in August of 2025. She advised that the APA Commission offers a training session and described the workshop to the commissions. She reported that a staff report should be submitted to the commissioners for review for the public hearing related to the McCall Area of Impact.

**Action Item:** Planning & Zoning Director, Cynda Herrick reported to the commissioners that her Valley County Planner, Lori Hunter, are maxed out on their personal time off. Commissioner Caldwell made a motion to approve the payout of Planning & Zoning Director, Cynda Herrick and Lori Hunters PTO time through the end of October. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the payout of Planning & Zoning Director, Cynda Herrick and Lori Hunters PTO time through the end of October.

Facility Directors, Scott Clingan and Terri Kenneda informed the commissioners that the boiler had failed and explained the situation to the commissioners. He was asking for guidance from the commissioners. Clerk Douglas Miller provided options to the commissioners for consideration related to funding a new boiler or a backup boiler. The commissions requested that a request for proposal be created for their review for the purchase of a backup boiler. Scott provided the commissioners with an overview of the capital improvements that have been occurring at the Solid Waste Transfer Site and discussed the changes that have been submitted. He described the change orders to the commissioners and explained the benefits of the changes to the commissioners. He shared with the commissioners that the construction and debris pile had been combined with the woody debris pile. He advised that Lake Shore Disposal had informed him that they would be hiring an additional employee to specifically monitor the woody debris piles. He reported that the total of the change orders for the Solid Waste Capital Improvement project was \$91,000. The commissioners asked about the change order process and Scott described the process to the commissioners. He also presented to the commissioners that there was a need to purchase new commercial washer & dryers for the Valley County Jail.

Public Relations, McKenzie Kraemer provided the commissioners with an overview of matters that she had been focusing on for Valley County and presented to the commissioners the use of the Valley County Social Media page. She also described the use of the Valley County Official Website and explained that the primary pages that were visited were the Assessor's Office and Treasurer's Office.

Road Engineer, Dan Coonce provided the commissioners with an update related to road department matters and began on presenting on the Warren Wagon Guardrail Project and discussed the ranking of the proposals that had been submitted. He advised that LHTAC would be administrating the project, and he discussed the activity that would be occurring. He also reported on East Lake Fork Road and explained the wetland bank that was being reviewed. He explained the process to the commissioners and how the results would require financial compensation from Valley County. He also presented on the bid process for the Abstein Bridge and explained that the request for proposals needs to be postponed in July of 2025. He also informed the commissioners about the FEMA grant that was awarded for the Four Corners area, and he explained that he had a kickoff meeting with FEMA next week. Dan presented on the

Lake Shore Western Federal Lands Project and he advised that LHTAC would possibly administer the grant. He also discussed his conversation regarding the development agreement for Spink Lane with the developer and explained that the matter was progressing. He provided the commissioners with an overview of the work that was needed to be done on West Roseberry Road and advised that based on the cost he would only be able to repair ½ of road. Dan briefly informed the commissioners about the storm water management conversation that he was having with Valley Soil & Water Conservation District.

**Action Item:** Acting Chairman Thompson presented the commissioner meeting minutes from June 16, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from June 16, 2025. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from June 16, 2025.

**Action Item:** Acting Chairman Thompson began the discussion related to the invoice that was submitted to Valley County by Stroth for additional costs related to tariff. Road Engineer, Dan Coonce provided the commissioners with an overview of the discussion that occurred with Valley County Prosecuting Attorney's Office, Clerk's Office and Architect, Dana Kaufman. The commissioners deliberated on the recommendations. Commissioner Caldwell made a motion to deny the request from Stroth General for additional tariff costs. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to deny the request from Stroth General for additional tariff costs.

**Action Item:** Acting Chairman Thompson presented on the updated second annual update to the Valley County Master Facilities and Comprehensive Financial Plan. Commissioner Caldwell requested that the matter be postponed as she did not approve of the wording related to the Valley County Event Center. Acting Chairman Thompson made a motion to table the updated Valley County Master Facilities Plan and Comprehensive Financial Plan. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to table the updated Valley County Master Facilities Plan and Comprehensive Financial Plan.

**Action Item:** Acting Chairman Thompson presented the contract with Pacific West Construction for Cascade Annex Renovation. Commissioner Caldwell requested that proof of the public works license be provided before the commissioners approve the agreement. Chief Deputy Prosecuting Attorney, Brian Oakey made recommendations that an amended could be made. Acting Chairman Thompson made a motion to approve the contract with Pacific West Construction with the amended language that the contract needs to provide the hard copy of the public works license to be as an exhibit. Commissioner Caldwell seconded the motion. No further discussion, all in favor. The motion passed to approve the contract with Pacific West Construction with the amended language that the contract needs to provide a hard copy of the public works license.

The commissioners adjourned for lunch at 11:57 a.m.

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

**Action Item:** Acting Chairman Thompson 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

Board of County Commissioners Meeting  
June 23, 2025

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 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(f)-at 1:04 p.m.

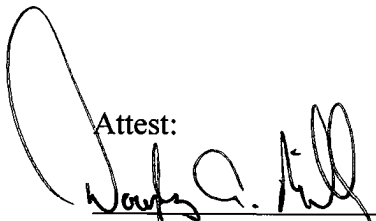
Acting Chairman Thompson brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 2:04 p.m. No decision was made after the Executive Session per Idaho Code 74-206 1(f)-Litigation.


Executive Director of McPaws, Cortney Bayuk provided a presentation to the commissioners regarding the sheltering services that are offered within Valley County. She provided a handout which will be appended to the commissioner’s meeting minutes.

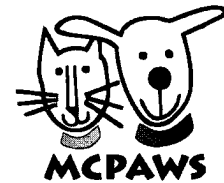
**Action Item:** Acting Chairman Thompson presented the press release for the Valley County Fairgrounds Master Plan. Commissioner Caldwell made a motion to approve the press release for the Valley County Fairgrounds Master Plan. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the press release for the Valley County Fairgrounds Master Plan.

Acting Chairman Thompson began the budget workshop with the Valley County Fair Board.

The commissioners adjourned at 3:42 p.m.

Attest:  
  
Douglas Miller, Clerk

  
Acting Chairman, Neal Thompson



Valley County Commissioners  
Valley County, Idaho  
219 N. Main Street  
PO Box 1350  
Cascade, ID 83611

06/18/2025

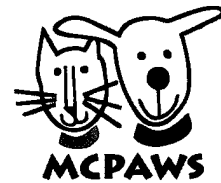
Dear Valley County Commissioners,

On behalf of MCPAWS, I respectfully submit a proposal for a renewed sheltering services contract with Valley County. Over the last four years, Valley County animals have accounted for 35% of all MCPAWS intakes - more than any other jurisdiction. This shows a continued need for the services that MCPAWS provides to Valley County and surrounding communities. This proposal aims to more equitably support the level of services MCPAWS provides to the animals of Valley County as well as showcase the year of year difference MCPAWS makes to the community.

MCPAWS has worked diligently to expand our community-based programs that keep pets with their families and out of the shelter. These efforts are working. Microchips and pet ID tags help lost pets get home faster. Our pet food pantry eases financial strain for families. Behavior support and training resources empower pet owners to work through challenges rather than surrender their pets. Our Trap-Neuter-Return (TNR) program directly reduces the population of unowned, free-roaming cats. These programs have had a meaningful impact on animal intake numbers, not because MCPAWS is doing less, but because we're doing more before animals reach the shelter (Figure 1).

**Figure 1: Valley County Intakes by Type**

	<b>2025 As of 6/18</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Clinic (TNR)	5	81	197	151	31
Surrender	26	33	58	76	63
Return	2	5	19	16	5
Law Enforcement	7	3	4	3	2
Emergency Shelter	3	6	5	4	0
Stray	29	96	105	140	77
<b>Total</b>	<b>72</b>	<b>224</b>	<b>388</b>	<b>392</b>	<b>178</b>
<b>MCPAWS Totals</b>	<b>252</b>	<b>707</b>	<b>940</b>	<b>892</b>	<b>766</b>
% of total	28.57%	31.68%	41.28%	43.95%	23.24%

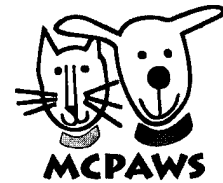


The decrease in our 2024 intake numbers reflect the growing success of our preventative programs - like the pet food pantry, TNR, microchipping, and behavior support - which help keep pets in their homes and reduce the need for sheltering. But when animals, or their people, need us, MCPAWS is often the only option. In February 2025, five emaciated sled dogs were seized by the Valley County Sheriff's Office and brought to us in critical condition. These dogs required weeks of intensive medical treatment, daily care, and rehabilitation. Their cost of care was nearly \$20,000, almost equal to the entire contract with Valley County. Thanks to our experienced team and the support provided by our contract with Valley County, all five dogs recovered and have since been adopted into a loving home where they are now thriving and continuing their rehabilitation. This case highlights why investment in sheltering contracts with MCPAWS is so important. Without a local facility equipped to respond, those dogs would have had nowhere to go. MCPAWS was able to act quickly, provide life-saving care, and work alongside law enforcement to ensure a humane outcome. It was not only a success story, it was a case study in why having a well-supported, community-based animal welfare organization is essential to public safety, animal welfare, and our shared values of compassion and responsibility.

Another factor in the decrease of our intakes was the loss of a veterinarian throughout much of 2024. This did have an impact on the services we were able to provide as well as our annual shelter expenses (Figure 2). We utilized the previously mentioned services to help keep shelter intakes down as well as decrease the length of stay for animals in the shelter to the best of our ability. However, since our veterinarian started in March we've seen an immediate impact on our services and ability to help animals. Our average length of stay in 2024 was 29.4 days and in May that average dropped to 12.25 days. By resuming our shelter services to their full capacity we are again able to help more animals.

**Figure 2: Expenses and Daily Cost of Care**

	<b>2024</b>	<b>2023</b>	<b>2022</b>
<b>Cost of Care</b>	\$44.50	\$41.16	\$24.74
<b>Expenses</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
Develop	\$125,744	\$138,449	\$101,221
Shelter	\$303,522	\$409,733	\$408,705
Corp	\$155,203	\$138,008	\$175,446
<b>Total</b>	<b>\$584,469</b>	<b>\$686,190</b>	<b>\$685,372</b>
35% of Shelter Expenses	\$106,233	\$143,407	\$143,047



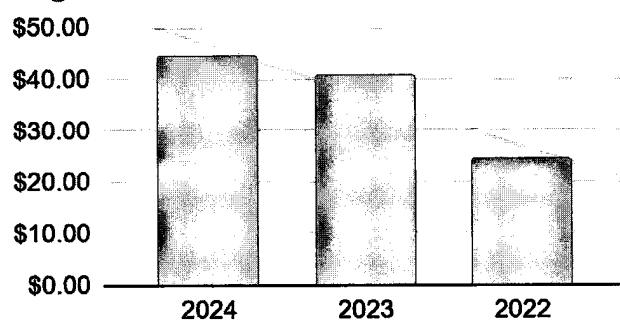
In 2024 alone, we served 707 animals through adoption, lost pet reunification, community clinics, emergency sheltering, and TNR efforts. We started Emergency Sheltering as an official service last year; emergency sheltering provides temporary pet housing during hospitalization, domestic violence situations, fire evacuations, and other crises. Our food pantry distributed 3,402 pounds of food last year and has already provided over 2,000 pounds in 2025 (Figure 3). These services reduce shelter intake and show how deeply embedded MCPAWS is in the fabric of Valley County and the surrounding community.

**Figure 3: Outcomes**

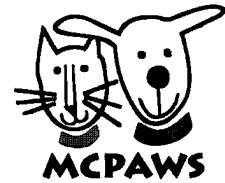
	2025 as of 6/17	2024	2023	2022
Adoptions	127	392	443	487
Community Clinic	25	172	377	269
RTO	38	117	113	94
Emergency Shelter	11	8	6	5
Transfer out	4	18	13	8
Food Pantry (pounds)	2434 lbs	3402 lbs	-	-
<b>Totals</b>	<b>199</b>	<b>707</b>	<b>952</b>	<b>863</b>
Home to Home	29	66	73	-
Fostered Animals	71	160	330	-
Avg Length of Stay	28.13	29.4	31.15	-

While our intakes decreased last year, the cost of care has increased sharply—rising nearly 80% since 2022 (Figure 4). Our per-animal daily care cost grew from \$24.74 in 2022 to \$44.50 in 2024. If we were to ask Valley County for a contract based on these averages, our contract would be valued at \$130,895. This accounts for 35% of our annual expenses at the shelter, and does not factor in the expenses of our development team or corporate expenses. Our development team handles all of our fundraising and grants that further support the shelter, and our corporate expenses include legal compliance, accounting, and insurance. As the current Valley Contract stands, 8.24% of our shelter costs are covered by the contract.

**Figure 4: Cost of Care/Day**







We recognize the need for fiscal responsibility from the county, and as such are not asking for full compensation for the services we provide. Instead, we ask for an increase of our contract to \$40,000, with a 3 year term and an annual increase of 5%. This request better aligns with the level of service MCPAWS provides and ensures we can continue meeting the growing needs of Valley County.

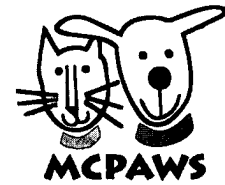
Without MCPAWS, there are no other animal sheltering services within a 100-mile radius. Our presence ensures that stray, sick, or injured animals have a safe place to go, and that public health and safety are protected. We also serve as a vital hub for community education, outreach, and public health.

We respectfully ask that you consider our proposed contract renewal and modest annual increase as a reflection of both the value and the growing cost of providing essential services to Valley County. Your continued support allows MCPAWS to be a reliable, compassionate, and resourceful partner in building a healthy, humane community for both animals and people.

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a series of loops and a final horizontal stroke.

**Cortney Bayuk**  
Executive Director  
MCPAWS

(More figures on next page for reference)

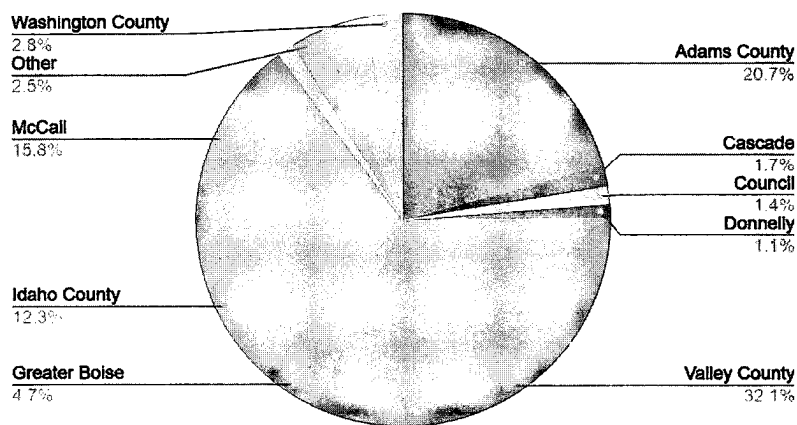


**Figure 5: Intakes per Jurisdiction**

Intake per Jurisdiction	2024	2023	2022	2021
Adams County	146	69	113	112
Cascade	12	29	36	28
Council	10	2	12	18
Donnelly	8	18	25	24
Valley County	227	388	392	178
Greater Boise	33	46	35	46
Idaho County	87	96	36	136
McCall	112	109	101	131
New Meadows	9	13	29	27
Other	18	60	24	32
Out of State	13	11	16	2
Riggins	12	22	29	8
Washington County	20	77	44	24
<b>Total MCPAWS Intakes</b>	<b>707</b>	<b>940</b>	<b>892</b>	<b>766</b>

**Figure 6: 2024 Intakes by Jurisdiction**

**2024 Intakes by Jurisdiction**



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## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 23, 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

9:05 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Rheta Clingan

9:10 **Elected Official Presentations**

Sheriff, Kevin Copperi

Valley County Sheriff's Office End of Year Report and Incident Response Team Report

**Department Head Reports** - 5 Minutes each

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:** Request for Personal Time Off Payout

10:30 Break

10:45 Buildings and Grounds / Solid Waste- Scott Clingan

11:15 Public Relations – McKenzie Kraemer

11:30 Road & Bridge Presentation- Dan Coonce

11:55 Commissioner Discussion

**Action Items:** Meeting Minutes of June 16, 2025

Discussion/Decision Regarding Additional Invoice from Stroth  
General for Tariff Costs

Approve Second Annual Update to the Valley County Master  
Facilities and Comprehensive Financial Plan

Approve Contract with Pacific West Construction for Cascade  
Annex Renovation

12:00 Recess for Lunch

1:00 **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”- Evaluation

2:00 McPaws Presentation and Budget Request for Fiscal Year 2026

2:30 **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

2:50 **Action Item:** Approve Press Release for Valley County Fairgrounds Master Plan

3:00 Budget Workshop with Valley County Fair Board

3:30 Valley Soil Water Conservation District Grant Activity Update  
Past Valley County Contributions to Valley Soil Water Conservation District  
2024 Match Report –Valley Soil Water Conservation District, Durena Farr

4:00 Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Monday June 30, 2025