

Valley County Board of County Commissioners

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Commissioner
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DOUGLAS A. MILLER

Clerk
dmiller@co.valley.id.us

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
September 10, 2025**

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

Excused Absence: NEAL THOMPSON (COMMISSIONER)

Chairman, Sherry Maupin led the Pledge of Allegiance.

Action Item: Chairman Maupin presented the commissioners' agenda for September 10, 2025. Commissioner Caldwell advised that she needed to recuse herself from the opening bids for the 2025 West Roseberry Road paving project as she had a conflict. There was discussion about tabling the opening for the special commissioner meeting on September 11, 2025. Chairman Maupin made a motion to approve the amended agenda for September 10, 2025. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners agenda for September 10, 2025.

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

Fiscal Year 2025 Claims

General Fund	\$201,729.09
Road & Bridge	\$29,883.61
District Court	\$7,293.12
Fair	\$103.95
Revaluation	\$6,138.86

**Board of County Commissioners Meeting
September 10, 2025**

Solid Waste	\$1,043.79
Weeds	\$15,073.37
Pest Control	\$277.73
Waterways	\$7,005.47
McCall Donnelly Snowmobile	\$862.54
Cascade Snowmobile	\$276.00
Extension Agent Fund	\$1,275.84
Title III Funds	\$12,250.00
LATCF	\$330,869.25
Clerk's Trust	\$980.72

Total: **\$615,038.34**

Action Item: Commissioner Caldwell made a motion to approve the claims and board order claims as presented for September 10, 2025. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for September 10, 2025.

Building Director, Annette Derrick provided an update to the commissioners regarding operations of the building department. Chairman Maupin asked about state electrical inspections and Annette provided information related to delay inspections as there had been openings.

Court Services Director, Dee Dee Phillips presented updates to the commissioners and reported that Juvenile Probation Officer, Nikki Buys is attending IJJA and will be attending P.O.S.T Instructor Training. She provided and updated related to the 20 pretrial clients 17 of all 2nd offense DUI's or Excessive DUI's. Director Phillips provided an update related to CRAM the van program. She advised that she had a meeting with an organization related to collaborative services with Ignite Idaho. Chairman Maupin discussed the possibility of additional opioid settlement funds.

University of Idaho Extension Educator, Melissa Hamilton introduced Ms. Joey Peutz who is the Southern District Director for University of Idaho. Ms. Peutz provided an overall of her experience as a former extension educator. She discussed the cut in funding to extension programs across the state of Idaho and appreciated the collaboration with the counties. Melissa provided an update related to the art program. She advised that Ms. Peutz would be helping with the job description for the U of I coordinator position. She discussed farm to table dinner program and explained that the event was sold out for September 27, 2025. She provided an overview of the program. She discussed the little free art gallery program that would be started this year and described how it would benefit local artists and advised on the locations of the kiosks.

Building Director, Annette Derrick presented the amount of building permits that had been issued by the Building Department and gave an overview of the new buildings that are being

Board of County Commissioners Meeting
September 10, 2025

constructed. She informed the commissioners that she and the Planning & Zoning Director, Cynda Herrick, have selected a software project. Clerk, Douglas Miller provided an overview of the revenue that had been collected to date for building permits.

Human Resource Director, Mike Savoie provided the commissioners with an update on positions that he was recruiting for 911 communications, patrol, detention, civil clerk, inventory, snow groomer, chief deputy prosecuting attorney, IT technician, HVAC Journeyman, Janitor, deputy recorder, 4-H Coordinator. He did present that there would be four new employees beginning employment in Valley County. He advised that HR Department is currently in the final phases of the bi-week payment conversion with the first paycheck being on October 17, 2025.

Recreation Director, Dave Bingman shared with the commissioners that he was expecting to make an offer to a new Recreation Planner and obtaining applicants for the snow grooming programs. He advised that the Samson Trail final phase had begun construction. He informed the commissioners that he was working on completing the memorandum of understanding for the recreation department to take over the Horsethief Reservoir campground. He discussed additional funding challenges that the recreation department was attempting to overcome. He discussed the updates to ordinances that the recreation department was also working on.

Fire Mitigation Director, Mara Hlawatschek presented Good Neighbor grant amendments that she was attempting to do to hire a part time employee. She presented on the three additional grants that were awarded through swift funding, and she expressed that she would like to conduct a large fire mitigation seminar. She described the vision of the seminar and indicated who she was collaborating with for it to be successful. She advised that the Boise State University Survey had been closed with over 200 responses and presented. Friday Payette Land Trust BBQ event will be occurring for conservation awareness.

IT Director, Jeremy Wilcox provided updates to the commissioners regarding the work that was being done by the IT Department. He reported on recruitment for an IT Technician.

Action Item: Jeremy Wilcox presented the software that the Building and Planning & Zoning Department agreed upon for CloudPermit and presented the cost to the commissioners. Commissioner Caldwell made a motion to approve the CloudPermit software contract for the Building Department and Planning & Zoning Department. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the CloudPermit software contract for the Building Department and Planning & Zoning Department.

Action Item: Jeremy Wilcox presented on the quotes that were received from the installation of card readers for the Valley County Cascade Annex. Commissioner Caldwell had questions related to the quotes that were received and Jeremy responded accordingly. Commissioner Caldwell made a motion to approve the quotes that were received from M2 Automation for card readers at the Valley County Cascade Annex. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the quotes that were received from M2 Automation for the card readers at the Valley County Cascade Annex.

Facility Director, Scott Clingan presented to the commissioners that the request for proposals for the boiler and landscaping had being reviewed by legal for consideration. Clerk, Douglas Miller

advised that the approval of the request for proposals was on the agenda for approval by the commissioners tomorrow. He provided an update regarding the capital improvement progress at the Solid Waste Transfer Site. Scott asked about the approval of the memorandum of understanding with Ignite Idaho for use of the Cascade Community Center and attempting to identify the responsibilities of the county and Ignite Idaho. Terri reported on the possibility of having a solid waste transfer site at Horsethief Reservoir.

Weed Supervisor, Steve Anderson provided the commissioners with an overview of the continuing development of Payette Lake and treatment of Eurasian watermilfoil. He advised that the diver that was going to be able to conduct the treatment would no longer be available. Chairman Maupin asked if there was a possibility of recruiting a different diver. Steve advised that he had planned on recruiting a different diver. He also presented concerns regarding future funding for treatment of Eurasian watermilfoil. He advised that the future treatment will be done in July of 2026, and the aquatic treatment would also be done. Steve provided an overview of the steps that would need to be taken to begin the treatment, which includes setting up specific types of barriers.

Action Item: Chairman Maupin advised that the commissioners would be opening bids for the 2025 West Roseberry Road and Paving Project. Commissioner Caldwell advised that she would be recusing herself from the opening of the bids as a family member might have submitted a bid. Chairman Maupin opened the first bid from Stalker and Parsons Companies DBA Idaho Materials and Constructions. Chairman Maupin advised that the bid was broken out in addendums but the complete bid for the project was \$1,164,000 and second addendum was \$901,500. Chairman Maupin opened the next bid from Granite Excavation for Addendum 6 \$418,840 for FY 2026 completion date. Chairman Maupin opened the third bid from Valley Paving with 2 bids for completion of 2026 **\$349,432** and second bid October of 2026 **\$387,932**. Chairman Maupin asked that the bids go on the commissioners' agenda for September 24, 2025. Jeff McFadden advised that he would request that Parameterix review.

Action Item: Chairman Maupin was provided the only bid for the Bituminous Surface Treatment Projects. \$302,000. The commissioners discussed the bid that was American Road Maintenance. Chairman Maupin made a motion to approve the bid for bituminous surface treatment from American Road Maintenance. Chairman Maupin amended her motion to expend up to \$300,000 pending approval of Parametrix for American Road Maintenance. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the bid for bituminous service treatment from American Road Maintenance and expend up to \$300,000 pending approval of Parameterix.

Action Item: Road Director jeff McFadden presented the schedule b maintenance for Payette National Forest. Commissioner Caldwell made a motion to approve schedule B maintenance for Payette National Forest. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the schedule b maintenance form for the Payette National Forest.

Action Item: Chairman Maupin presented the commissioner meeting minutes from August 27, 2025, and September 3, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from August 27, 2025, and September 3, 2025. Chairman

Board of County Commissioners Meeting
September 10, 2025

Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from August 27, 2025, and September 3, 2025.

Action Item: Chairman Maupin presented the Emergency Services Manager Agreement for Fiscal Year 2026 with Juan Bonilla. Commissioner Caldwell made a motion to approve the Emergency Services Manger Agreement for Fiscal year 2026 with the job description for the Emergency Services Manager attached. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Emergency Services Manager Agreement for Fiscal Year 2026 with Juan Bonilla.

Action Item: Commissioner Caldwell made a motion to approve the Veteran's Services Agreement for Fiscal Year 2026 with Jamie Coffee Kelly. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Veteran's Services Agreement for Fiscal Year 2026 with Jamie Coffee Kelly.

The commissioners recessed for lunch at 11:51 a.m.

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

Chairman Maupin began the discussion related to uncovered trailers trucks coming to the solid waste transfer site uncovered. She provided her opinion regarding the possibility of creating a fee structure for vehicles that come to the transfer site uncovered a potential fee of \$10.00. Commissioner Caldwell provided her opinion regarding the proposal and wanted to make sure it would require a public hearing. Chairman Maupin advised that a public hearing would be required to impose a fee. Chairman Maupin suggested moving forward with the possibility of creating an ordinance requiring vehicles to be covered or they would be required to pay a fee and advised that she would begin working on the creation to be reviewed by legal and ultimately submitted to the public for a formal public hearing.

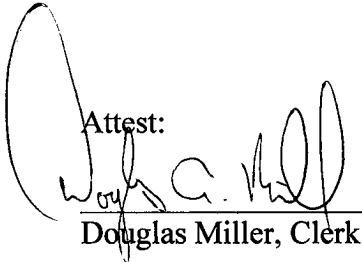
Action Item: Treasurer, Johanna Defoort and Chief Deputy Treasurer, Alisa Bailey presented the parcels scheduled for Tax Deed Auction. Treasurer Defoort advised that there would be one property scheduled for tax deed and the other parcels had been redeemed. Chairman Maupin provided the public an overview of the process related to the auction. The parcel# RP16N03E099796 bid began at \$531.86, which was the property taxes owned on the property final bid was for \$15,500 sold to Ms. Nicole Welch.

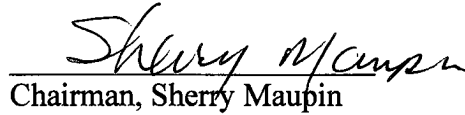
Action Item: Commissioner Caldwell made a motion to remove the Appeal of Planning and Zoning Commission approval of SUB 25-013 Eld Ranch Estates from the table and began the deliberations at 4:00 p.m. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to remove the appeal of planning and zoning commission approval of SUB 25-013 Eld Ranch Estates from the table and began the deliberations. Commissioner Caldwell provided her opinion regarding the proposed SUB 25-013 Eld Ranch Estates and the information that was submitted by the appellants. She did not believe that the appeal could be upheld. Chairman Maupin provided her opinion regarding the proposed SUB 25-013 Eld Ranch Estates and requested that an addition of a monitoring well be added. She advised that the Planning & Zoning Commission voted 5-0 in favor of SUB 25-013 Eld Ranch Estates. She discussed the possibility of requiring a development agreement to improve Barker Lane. She did not believe

Board of County Commissioners Meeting
September 10, 2025

that the appeal could be upheld. Commissioner Caldwell made a motion to deny the appeal and approve SUB 25-013 Eld Ranch Estates with the attached conditions. Chairman Maupin seconded the motion. During discussion Planning & Zoning Director, Cynda Herrick advised that there were two additional conditions. No further discussion, all in favor. Motion passed to deny the appeal and approve SUB 25-013 Eld Ranch Estates with the attached conditions.

The commissioners adjourned at 4:17 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Sherry Maupin

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Wednesday September 10, 2025

DOUGLAS A. MILLER
Clerk
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 **Department Head Reports** - 5 Minutes each
Building Department – Annette Derrick
Court Services – Dee Dee Phillips
Extension Office- Melissa Hamilton
Introduction of Joey Peutz Southern District Director
Human Resources/Risk Management – Mike Savoie
Information Technology – Jeremy Wilcox
Action Items: Approve and Sign CloudPermit Contract for Building and P&Z Software
Discuss Quote for Door Access at Cascade Annex for Approval
Planning and Zoning-Cynda Herrick
Parks and Recreation- Dave Bingaman
Wildfire Mitigation Program – Mara Hlawatschek
- 10:30 Break
- 10:45 Buildings and Grounds/Solid Waste-Facility Director, Scott Clingan and Terri Kenneda
- 11:15 Road & Bridge Presentation- Jeff McFadden and Steve Anderson
Update on Continuing Development of Payette Lake and Treatment of Eurasian Watermilfoil
Action Item: Opening Bids for 2025 West Roseberry Road Paving Project
Opening Bids for 2025 Bituminous Surface Treatment Project
Sign Schedule B Maintenance for Payette National Forest

11:45 Commissioner Discussion

Action Items: Meeting Minutes of August 27, 2025

Meeting Minutes of September 3, 2025

Veteran's Service Officer Agreement for Fiscal Year 2026

Emergency Services Manager Agreement for Fiscal Year 2026

12:00 Recess for Lunch

1:00 **Action Item:** Discussion/Decision Regarding Uncovered Trailers/Trucks Coming to the Solid Waste Transfer Site

3:00 **Action Item:** Tax Deed Auction-Treasurer, Johanna Defoort

4:00 **Action Item:** Tabled Decision from August 27, 2025, for Appeal of Planning and Zoning Commission Approval of SUB 25-013 Eld Ranch Estates

Adjourn

COMMISSIONERS FUTURE MEETING DATE

Wednesday September 24, 2025