

Valley County Board of County Commissioners

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DOUGLAS A. MILLER
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IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO October 8, 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 October 8, 2025. Clerk, Douglas Miller asked that the matter for the federal financial report for Abstein Bridge be added to 9:00 a.m. as Grant Writer, Ken Schlegel would be presented a matter at that time. Commissioner Caldwell made a motion to approve the commissioners' agenda for October 8, 2025, as amended. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for October 8, 2025.

Action Item: Grant Writer, Ken Schlegel presented the request for reimbursement funds for Fiscal Year 2025 GEM Grant for the West Central Mountain Economic Development Grant. Commissioner Thompson made a motion to approve the request for reimbursement for the Fiscal Year 2025 Gem Grant. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the request for reimbursement for the Fiscal Year 2025 Gem Grant.

Action Item: Grant Writer, Ken Schlegel presented the quarterly report for the federal financial report for quarter 3 Fiscal Year 2025 for the Abstein Bridge EDA Grant. Commissioner Caldwell made a motion to approve the quarterly report for the federal financial report for quarter 3 Fiscal Year 2025 for the Abstein Bridge EDA Grant. Commissioner Thompson seconded the motion.

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No further discussion, all in favor. Motion passed to approve the quarterly report for the federal financial report for quarter 3 Fiscal Year 2025 for the Abstein Bridge EDA Grant.

Building Director, Annette Derrick provided an update to the commissioners regarding the building permits that were being received and the building inspections that were occurring. She expressed that everyone was attempting to complete buildings for the winter. Chairman Maupin asked about the time response for requested inspections and Building Director Derrick advised that Building Department responds within 24 hours. She reported that there were 296 building permits that were issued for Fiscal Year 2025. She provided an overview of the work that had been conducted by the new employee. Commissioner Thompson asked about record retention of building permits and building plans and Building Director Derrick responded accordingly.

Action Item: Human Resource Director, Mike Savoie presented a request to change the Sheriff's Office Overtime Policy and provided an explanation of the request to the commissioners. Clerk, Douglas Miller provided additional clarification regarding the expense lines that can be used for specific overtime usage within the Sheriff's Office Budget. Commissioner Thompson made a motion to approve the change requested related to the overtime policy as presented by Human Resource Director, Mike Savoie. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the change as presented related to overtime policy for the Sheriff's Office.

Human Resource Director, Mike Savoie advised that the payroll changes to bi-weekly schedule have been implemented, and the first timesheets need to be submitted by supervisors on October 14, 2025.

IT Director, Jeremy Wilcox provided the commissioners with an update of IT work that has been conducted over the past two weeks. He reported that he would be conducting interviews for his open positions. IT Director Wilcox advised that there was supposed to be an action item on the agenda to approve software to assist with managing public records requests and managing social media as well as YouTube.

Action Item: Chairman Maupin made a motion to amend the agenda to add the CivicPlus Civic Agreement. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to amend the agenda to add the CivicPlus Civic Agreement.

Action Item: IT Director, Jeremy Wilcox presented the Civic Plus Software Agreement and explained how the software would be used for managing public records requests as well as social media Facebook Page and the Valley County YouTube Channel. Commissioner Thompson made a motion to approve the Civic Plus Software Agreement. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the Civic Plus Software Agreement.

Planning & Zoning Director, Cynda Herrick, shared with the commissioners that the Planning & Zoning Department had been preparing for the move to the Cascade Annex. She provided an overview of the meetings for the Valley County Planning & Zoning Commission. She advised that there are two Planning & Zoning Commissioner terms that are expiring, and she shared that she would be publishing the openings. She provided an overview of the conferences that she had

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attended. Director Herrick also provided an overview of the conference that staff attended at McCall. She also reported that the Planning & Zoning Department will identify all the short-term rental properties within the current area of impact in McCall. She discussed the upcoming potential modifications of the Valley County Comprehensive Plan and provided a schedule of the hearings that would be occurring. The commissioners provided feedback to Planning & Zoning Director, Cynda Herrick related to the comments that they had been receiving regarding the commissioner's decision on the area of impact surrounding the city of McCall.

Fire Mitigation Director, Mara Hlawatschek advised that the site visit that had been scheduled with the US Forest Service had been canceled. She reported that the bring it don't burn it program was scheduled for the upcoming weekend. She advised that the free woody debris program would conclude on October 25. She shared with the commissioners about upcoming meetings that she and other county staff have with Forestir to potentially find a location for their operations. Mara also advised that the commissioners need to decide soon on the continued woody debris program and how it would be operated.

Action Item: Fire Mitigation Director, Mara Hlawatschek presented a request to delegate signature for Wildfire Mitigation Contractor agreements and landowner agreements and explained the reason for the request. The commissioners had questions related to the request and Fire Mitigation Director Hlawatschek responded accordingly. Commissioner Caldwell made a motion to approve the Delegation of Signature for Wildfire Mitigation Contractor Agreement and Landowner Agreements. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Delegation of Signature for Wildfire Mitigation Contractor Agreement and Landowner Agreements.

Recreation Director, Dave Bingaman requested a workshop with the commissioners a need to discuss the possibility of reviewing proposed waterways ordinances changes. The commissioners agreed that a workshop should occur to determine direction.

Action Item: Recreation Director, Dave Bingaman made request for cell phone for the recreation planner. Commissioner Thompson made a motion to approve the request for a cell phone for the recreation planner. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the request for a cell phone for the recreation planner.

Recreation Director Bingaman provided an overview of work that was being conducted by Recreation Planner. He also presented additional work that was being conducted by the Recreation Department to include a Public Hearing for Snowmobile Parking for the upcoming year. He advised that the public hearing was scheduled for October 29, 2025. Recreation Director Bingaman also discussed the modifications that will be made to the recreation department's Valley County Website.

Action Item: Recreation Director, Dave Bingaman presented a change order and request for additional funding for Samson Trail and explained the challenges that were found. He advised that the change orders were for a total of \$57,000. The commissioners deliberated the request. Recreation Director Bingaman requested at a minimum of \$7,500 to repair the drainage. Commissioner Thompson made a motion to approve the \$7,500 change order that was presented

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to be funded out of PILT. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the \$7,500 change order that was presented to be funded out of PILT Fund.

Veteran's Service Officer, Jamie Coffey Kelly provided an overview of the work that she had been conducting related to Veterans Affairs within Valley County. She shared all the claims that she had been focusing on. She shared that on November 8, 2025, at the Ridley's parking lot there would be an event for veterans, and she described the event that would be occurring. She also shared the donations that had been received for the event as well as other entities that would be offering services. She shared the donations that had been received for veterans and for the American Legion building.

Action Item: Facility Director, Scott Clingan and Terri Kenneda presented the bids that had been received to replace the boiler. The first bid for the boiler was from ACCO was for \$109,500. The next bid was from Paige Mechanical for \$147,740. Commissioner Thompson made a motion to approve the bid from ACCO for \$109,500 to have it reviewed by staff. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the bid from ACCO for \$109,500 to replace the boiler.

Action Item: Facility Director, Scott Clingan and Terri Kenneda presented the bids that had been received for landscaping and snow removal from Andres Otherside LLC. Chairman Maupin opened the bids and listed the cost for each Valley County Building. Chairman Maupin made a motion requesting that the facilities staff review the bids for landscaping and snow removal and presented on October 15, 2025. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed requesting that the facilities staff review the bids for landscaping and snow removal and presented on October 15, 2025.

Facility Director, Scott Clingan, presented on the capital improvements that were almost completed at the Solid Waste Transfer Site by Dalrymple Construction.

The commissioners signed the development agreements that had been approved on September 24, 2025, to include Lake Fork Village, Ashton Corner and Jughandle View Heights.

Action Item: Road Director, Jeff McFadden and Planning & Zoning Director, Cynda Herrick presented the Lake Fork Preserve No. 2 Development Agreement. The commissioners deliberated on the agreement being presented for Lake Fork Preserve No.2. Commissioner Caldwell made a motion to approve the Lake Fork Preserve No. 2 Development Agreement. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Lake Fork Preserve No. 2 Development Agreement.

Action Item: Road Director, Jeff McFadden presented on Abstein Bridge and provided an overview of the bids that were received for Abstein Bridge and the issues that had been previously brought to the commissioner's attention. Commissioner Thompson made a motion to approve additional funding for the Abstein Bridge to be expended from the Road Department's budget. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve additional funding for the Abstein Bridge to be expended from the Road Department's budget.

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Action Item: Road Director McFadden presented on the bid opening for the West Roseberry paving bid that was selected was for Valley Paving. Commissioner Caldwell recused herself from any deliberation. Jeff reported that Valley Paving advised that they did not feel that they could complete the project and wondering if they could use the Fiscal Year 2026 bid. The commissioners requested that Jeff discuss with the Valley County Prosecuting

Action Item: Road Director, Jeff McFadden presented the contract change order for the Gold Dust Road Department Building. Commissioner Caldwell recused herself from participating. Chairman Maupin made a motion to approve the contract change order for the Gold Dust Road Department Building. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the contract change order for the Gold Dust Road Department Building.

Road Director, Jeff McFadden presented an issue related to a road on Arling Trail and a county road that was built on an individual's property. The commissioners felt that conversations needed to occur with the U.S. Forest Service before a formal decision can occur.

Road Director, Jeff McFadden provided the commissioners with an overview of a vehicle repair that was conducted on a patrol vehicle. He also provided the commissioners with an update of road maintenance that was being conducted on roads within Valley County. The commissioners had the opportunity to ask questions, and he responded accordingly.

Action Item: Chairman Maupin presented the commissioner meeting minutes from September 24, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from September 24, 2025. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from September 24, 2025.

The commissioners recessed at 11:50 a.m.

The commissioners returned at 1:00 p.m.

Action Item: Morgan Edwards with Cascade Chamber of Commerce presented to the commissioners a request to use power at the Valley County Fairgrounds for vendors and Christmas Tree on December 6, 2025. She provided an overview of the event and formally made the request to use the power pole that has outlets. Commissioner Caldwell made a motion to approve the Cascade Christmas Market to use the power at the Valley County Fairgrounds on December 6, 2025. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to use the power at the Valley County Fairgrounds on December 6, 2025.

Chairman Maupin began the workshop with Lake Shore Disposal to discuss the Solid Waste Transfer Site Management Contract. Those in attendance were members of Lake Shore Disposal, Facility Director, Scott Clingan & Facility Director, Terri Kenneda. The commissioners discussed specific topics to include the operations at the solid waste transfer site and the recycling center. The commissioners requested scheduling another workshop with Lake Shore Disposal in the future.

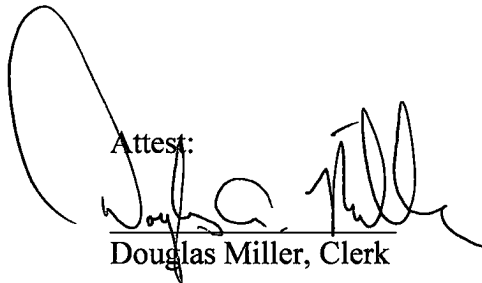
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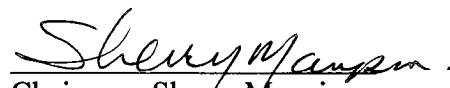
Chairman Maupin began the workshop with Perpetua to review the proposed community development agreement that was provided by Perpetua. Belinda Provancher and Debra Nelson were in attendance on behalf of Perpetua. The commissioners worked through the proposed community development agreement and discussed each proposal. The commissioners suggested additions to be made within the proposed community development agreement to include an annual accounting of construction trips to be made. The next matter discussed was the housing clause within the proposed development agreement. Chairman Maupin presented on concerns regarding the proposed language in the conditional use permit regarding the need for Perpetua to mitigate lack of housing within Valley County. The commissioners also had questions regarding the proposal that Perpetua will provide a total of \$500,000 to West Central Mountains Economic Development Council. The commissioners had concerns regarding how the funds would directly impact on the ability to support workforce and business development in the region. Chairman Maupin proposed a biannual housing needs assessment to be conducted and assist with the cost of the assessment. The commissioners discussed in detail the proposals that were made specifically regarding the housing section of the proposed community development agreement and deliberated on the proposed requirements. Belinda Provancher provided rebuttal comments to the commissioners regarding the deliberation that had occurred. Chairman Maupin advised that she would not sign the proposed community development agreement unless there was verbiage on how Perpetua would mitigate the need for local housing on the Valley County floor. The commissioners next discussed the proposed community development agreement related to county services. Ms. Debra Nelson referred to the clause in the agreement regarding the section related to Perpetua and County would meet at least quarterly during construction and semi-annually during operation of the Project to discuss current Project activities, actions taken in accordance with the agreement. The commissioners referred to the Recreation section of the proposed community development agreement and discussed the specifics that they were providing. Recreation Director, Dave Bingaman advised that he would like the Recreation Committee to review the proposed agreement. He also made a recommendation regarding an avalanche center. Ms. Debra Nelson advised that Perpetua was anticipating the agreement to be approved before the end of October. Chairman Maupin advised that the county had been requesting the community development agreement from Perpetua for a while. Commissioner Caldwell advised that she was very interested in seeing a draft road maintenance agreement. The commissioners provided additional perspectives and recommendations and there was a final review to make sure the proposed changes were captured in a new draft agreement. Planning & Zoning Director, Cynda Herrick made specific recommendations regarding language related to potential impact on housing by Perpetua. Ms. Nelson made clarifying comments that Perpetua was committed to coming to the table in good faith and amending the agreement on an as needed basis. Commissioner Caldwell made a motion to reschedule the proposed community development agreement discussion and decision with Perpetua for the next available date. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed motion to reschedule the proposed community development agreement discussion and decision with Perpetua for the next available date.

Chairman Maupin began the discussion related to the proposed contract from McPaws. The commissioners provided their feedback regarding the request and advised that they were still working on the official Valley County Non-Profit Grant program.

Commissioner Thompson provided an overview of the capital improvement projects that were going to include the Road Department Facility at Gold Dust and the Cascade Annex. Commissioner Thompson further presented on the progress of the Solid Waste Transfer Site capital improvements. Facility Director, Terri Kenneda provided her concerns to the commissioners regarding the move to the Cascade Annex. The commissioners listened to proposals regarding the move the Cascade Annex and requested a formal workshop to be conducted on October 15, 2025.

The commissioners adjourned at 4:09 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Sherry Maupin

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Wednesday October 8, 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
- 9:00 **Action Item:** Authorization to Submit Request for Funds for FY24 GEM Grant, WCMEDC Housing Study – Grant Writer, Ken Schlegel
- 9:00 **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
Action Item: Request to Change Sheriff Office Overtime Policy
Information Technology – Jeremy Wilcox
Planning and Zoning-Cynda Herrick
Wildfire Mitigation Program – Mara Hlawatschek
Action Item: Delegation of Signature for Wildfire Mitigation Contractor Agreement and Landowner Agreements
- 10:15 Parks and Recreation- Dave Bingaman
Action Items: Discuss and Decision on Change Order, Request for Additional Funding for the Samson Trail Pathway
Request for a County Phone for Recreation Planner
- 10:30 Presentation from Veteran's Service Officer-Jamie Coffey Kelly
- 10:45 Buildings and Grounds / Solid Waste- Scott Clingan
Action Item: Open Bids for Replacing Boiler
Open Bids for Landscape Maintenance and Snow Removal.

- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Items: Lake Fork Village Development Agreement
Ashton Corner Development Agreement
Jughandle View Heights Development Agreement
Lake Fork Preserve No.2 Development Agreement
Discussion/Decision Regarding Abstein Bridge Funding
Bid Opening West Roseberry Paving
Approve Change Order from Stroth General for Gold Dust Road Facility
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of September 24, 2025
- 11:45 **Action Item:** Sign the Quarterly Federal Financial Report, for Q3'25, for the Abstein Bridge EDA Grant – Grant Writer, Ken Schlegel
- 12:00 Recess for Lunch
- 1:00 **Action Item:** Request from Cascade Christmas Market to Use Power at Valley County Fairgrounds for Vendors and Christmas Tree on December 6, 2025
- 1:15 Workshop with Lake Shore Disposal to Discuss the Transfer Site Management Contract
- 2:15 **Action Item:** Workshop with Perpetua to Review Proposed Community Development Agreement
- 3:15 **Action Item:** Discussion/Decision Regarding Proposed Contract from McPaws
- 3:30 Presentation from Commissioner Thompson Regarding Capital Improvement Projects
- 3:45 Opportunity for Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Wednesday October 15, 2025