

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

KATLIN CALDWELL

Commissioner
kcaldwell@co.valley.id.us

NEAL THOMPSON

Commissioner
nthompson@co.valley.id.us

DOUGLAS A. MILLER

Clerk
dmiller@co.valley.id.us

IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO October 22, 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 amended commissioners' agenda for October 22, 2025. Commissioner Caldwell made a motion to approve the amended agenda as presented for October 22, 2025. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the amended agenda for October 22, 2025.

Building Director, Annette Derrick provided an update to the commissioners regarding the workload of the building department. She shared with the commissioners an update regarding the software transition that would be occurring, and she hoped that the building department would be going paperless in December of 2025.

Court Services Director, Dee Dee Phillips shared with the commissioners matters involving the probation department and advised that there were higher risk probationers. She described the process that the probation department was implementing to eliminate risk. She informed the commissioners that she would be discussing training opportunities with the department and presented to the commissioners that she would be attending a conference in the upcoming months. She reported that she met with Facility Director, Terri Kenneda about needs at the McCall Annex.

Board of County Commissioners Meeting
October 22, 2025

University of Idaho Extension Educator, Melissa Hamilton presented on matters involving the University of Idaho Extension Office including farm to table dinners, educator collaboration, and the extension conference. She provided detailed information related to each topic that was presented to the commissioners. She discussed the 4-H conference that occurred and felt that all the staff should continue to attend in the future. She presented on the closing of the beinvenito community garden and appreciated the collaboration with Alzar Community School. She described a local art program that she was involved with. She presented on a chainsaw workshop training that would be occurring and being conducted by the College of National Resources. She informed the commissioners about grant applications that she had applied for and described how the grants would benefit the community. She informed the commissioners that the 4-H program coordinator position was posted but no applications had been received.

Action Item: University of Idaho Extension Educator, Melissa Hamilton presented the cooperative agreement for University of Idaho Extension Program. Commissioner Thompson made a motion to approve the cooperative agreement between Valley County and University of Idaho. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the cooperative agreement between Valley County and University of Idaho.

4-H Coordinator, Alysson Statz provided an update to the commissioners regarding the programs that she had been operating for the Valley County 4-H program.

Human Resource Director, Mike Savoie described the recruitment that was currently being conducted for 17 positions. He reported that there would be a career fair that would be held at Cascade High School, and he presented how all the positions were being posted online and with specific agencies. He provided a brief overview of the payroll change that occurred and felt that overall, the transition was successful. He described the analysis that would be conducted if there are concerns by employees.

Planning & Zoning Director, Cynda Herrick shared that there were a few letters of interest regarding the openings on the Planning & Zoning Commission. She informed the commissioners regarding concerns about Cloud Permit software that was not available for the Planning & Zoning Department. She presented on the Housing and Economic Development seminar that she attended and provided an overview of the material that was introduced.

IT Director, Jeremy Wilcox, shared with the commissioners that the Cloud Permit Software did include the Planning & Zoning Department and resolved the concerns. He reported that the IT Department was preparing for the departments to move to Cascade Annex and described the work that was being done. He advised that he was working with the recreation department on software related to reservations for campgrounds at Horsethief Reservoir. He provided an update regarding the repeater change out that would be occurring on Snowbank. Chairman Maupin asked about the new IT ticketing system and Jeremy presented on the new implementation.

Action Item: Recreation Director, Dave Bingaman, recommended that the commissioners appoint Lori Ellis to the Valley County Groomer advisory board. Commissioner Thompson made a motion to approve the appointment of Lori Ellis to the Valley County Groomer Advisory Board. Commissioner Caldwell seconded. No further discussion, all in favor. Motion passed to approve the appointment of Lori Ellis to the Valley County Groomer Advisory Board.

Board of County Commissioners Meeting
October 22, 2025

Recreation Director, Dave Bingaman presented regarding the public hearing that would be occurring next week related to winter parking on county leased parking lots. He also advised that he has a meeting with Idaho Department of Lands regarding the expansion of the Francie Wallace parking lot. Chairman Maupin asked about the county working on an agreement regarding the Boulder Campground and Dave provided an update to the commissioners. He also informed the commissioners about the work that was being done by Recreation Planner, Emily. He advised that the recreation department was working with Perpetua regarding Warm Lake snow grooming and described the work that was being done related to a road development agreement. He also presented to commissioners regarding potential upgrades that would be occurring to parking areas.

Fire Mitigation Director, Mara Hlawatschek reported that the meeting with the fire working group had to be canceled because of the federal government shutdown. She reported that the Good Neighbor Authority Grant modification request was submitted but she did not know when it would be reviewed due to the shutdown. She informed the commissioners that she would be providing a presentation during the economic summit. She provided a brief overview of a meeting that she had scheduled with Tamarack Resort. She shared with the commissioners that she would be attending the Planning & Zoning Commission meeting regarding potential changes to ordinances related to whose responsibility it is to review mitigation plans. She advised that she had been working with Public Relations, McKenzie Kramer on social media postings that would be done regarding fire mitigation. She shared with the commissioners a brief overview of the continued negotiations that were occurring with Forestir regarding the managing of the woody debris.

Members of Clearwater Financial provided a presentation to the commissioners regarding the proposed fairground master plan. A copy of the presentation will be appended to the commissioner meeting minutes. The commissioners had the opportunity to interact with Clearwater Financial regarding the work that was conducted regarding the preparation of the master plan.

Facility Director, Terri Kenneda provided the commissioners with an overview of matters involving maintenance of county facilities and described the collaborations that she had been having with IT Director, Jeremy Wilcox, to work on a program to prepare for preventative maintenance of buildings. She also informed the commissioners about the capital improvement project at the Solid Waste Transfer Site.

Action Item: Chairman Maupin made a motion 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”. The commissioners went into Executive Session per Idaho Code 74-206 1(f)-Litigation at 11:11 a.m.

Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 11:42 a.m. No action was taken after the Executive Session.

Board of County Commissioners Meeting
October 22, 2025

Action Item: Road Director, Jeff McFadden presented the purchase agreement between Valley County and Cascade Auto. Commissioner Caldwell made a motion to approve the purchase agreement between Valley County and Cascade Auto. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the purchase agreement between Valley County and Cascade Auto.

Action Item: Road Director, Jeff McFadden presented the road maintenance agreement between Valley County and Dennett Ranch. Commissioner Thompson made a motion to approve the road maintenance agreement between Valley County and Dennett Ranch. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the road maintenance agreement between Valley County and Dennett Ranch.

Road Director McFadden provided an overview of the interactions that he had regarding DF Development regarding road maintenance near Clear Creek Road and the right-of-way permits that were approved. The commissioners had questions regarding additional road maintenance within Valley County and when the company to provide the BTS would be coming into the community. Jeff responded to the current road maintenance that was occurring. He shared with the commissioners that the road department had been preparing for winter maintenance. Jeff shared the analysis of the Warm Lake Highway and advised of the recommendations from Parametrix. The commissioners asked if Jeff had reviewed the proposed road maintenance agreement with Perpetua Resources and Jeff advised that he had not seen the agreement.

Action Item: Chairman Maupin presented the commissioner meeting minutes of October 15, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes of October 15, 2025. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes of October 15, 2025.

Action Item: Chairman Maupin presented on nomination request to have Cascade Medical Center for Rural Health Innovator of the year. Commissioner Caldwell made a motion to approve the nomination of Cascade Medical Center for Rural Health Innovator of the year. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the nomination of Cascade Medical Center for Rural Health Innovator of the year.

The commissioners recessed for lunch at 12:00 p.m.

The commissioners returned from lunch at 1:05 p.m.

Commissioner Thompson began the updates by the commissioners and started with providing an update related to the Winter Recreation Group meeting. He provided a brief update regarding the Valley County Recreation Committee meetings. Commissioner Thompson shared information regarding the Valley County Waterways Committee meeting. He advised that he missed the Valley County Fair Board meeting. He informed the commissioners that the primary discussion related to the Snow Grooming Advisory Committee was related to the modification of the ordinance. Commissioner Caldwell provided an update regarding the Central District Health Board meeting and presented on the additional business meeting that occurred. She provided an update regarding inspection of solid waste transfer sites and the change from Central

Board of County Commissioners Meeting
October 22, 2025

District Health to Idaho Department of Environmental Quality. She advised that there might be legislation that addresses the issue. She provided a brief overview regarding her involvement with South Lake Sewer & Water District. Boise Forest Collaboration had been canceled. She advised that there would be a NACO meeting that would take place tomorrow. Chairman Maupin provided an update regarding the West Central Mountains Economic Summit planning. She discussed the all-hazard mitigation plan. Roadless Rules Commission are looking at mitigation on Poison Rock. She shared that the Magistrate Commission selected a Judge for Boise County. She discussed the SWOT meeting that occurred and collaborations of each department. She advised the discussions that had occurred with the Housing Trust. IHFA housing discussion and programs for down payments. Boise Neighborhood works and how to formulate plans to develop workforce housing in Valley County.

Action Item: Planning & Zoning Director, Cynda Herrick presented on Saddle Rock Subdivision 3 final plat. The commissioners had opportunity to ask questions and P&Z Director Herrick responded. Commissioner Caldwell made a motion to approve the final plat for Saddle Rock Subdivision 3, acknowledge the sanitary restrictions are satisfied, acknowledge the wildfire urban interface fire protection plan, validate Acre Road and Sky Horse Drive as a private roads and will be listed in the official road name list and on the official road maps, accept the declaration of installation of utilities, accept the owners declaration of a private road, acknowledge the second supplement to declaration of covenants conditions and restrictions and equitable servitudes for Saddle Rock Subdivision, and authorize the chairman to sign the final plat. The motion is made with the understanding that 43 Acre Road is a private road and Valley County has no responsibility thereto. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the final plat for Saddle Rock Subdivision 3, acknowledge the sanitary restrictions are satisfied, acknowledge the wildfire urban interface fire protection plan, validate Acre Road and Sky Horse Drive as a private roads and will be listed in the official road name list and on the official road maps, accept the declaration of installation of utilities, accept the owners declaration of a private road, acknowledge the second supplement to declaration of covenants conditions and restrictions and equitable servitudes for Saddle Rock Subdivision, and authorize the chairman to sign the final plat. The motion is made with the understanding that 43 Acre Road is a private road and Valley County has no responsibility thereto.

Action Item: Planning & Zoning Director, Cynda Herrick presented on the variance and setback requirement for fences for CUP 25-018 Idaho Power Cascade Switching Station, CUP 25-019 Idaho Power Scott Valley Switching Station, CUP 25-020 Idaho Power Stibnite Substation. CUP. Commissioner Caldwell recused herself from CUP 25-18 as her family owns the property. Planning & Zoning Director, Cynda Herrick provided a staff report to the commissioners for consideration. The commissioners had the opportunity to ask Director Herrick questions, and she responded accordingly. Commissioner Thompson made a motion to approve CUP 25-018 Idaho Power Cascade Switching Station. Chairman Maupin seconded the motion. The record will reflect that Commissioner Caldwell recused from voting. No further discussion, all in favor. Motion passed to approve CUP 25-018 Idaho Power Cascade Switching Station.

Action Item: Commissioner Thompson made a motion to approve CUP 25-019 Idaho Power Scott Valley Switching System and CUP 25-020 Idaho Power Stibnite Substation.

Commissioner Caldwell seconded. Motion passed to approve CUP 25-019 Idaho Power Scott Valley Switching System and CUP 25-020 Idaho Power Stibnite Substation.

Commissioner Thompson provided an update regarding the progress that has been made on the capital improvement projects to include the Gold Dust Road Facility Site, Cascade Annex, and the Solid Waste Transfer Site.

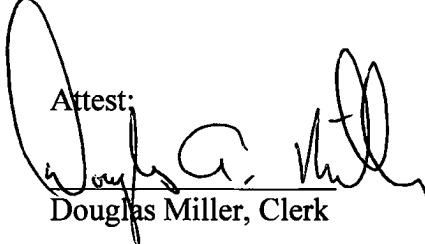
Action Item: Jada York representing Change House provided a presentation to the commissioners regarding a request for opioid settlement funds of \$27,200. She shared specific data with the commissioners and shared that the Change House obtained a letter of support from the Valley County Opioid Response Project. The commissioners had the opportunity to ask questions to the representatives of the Change House, and they responded accordingly. Commissioner Caldwell made a motion to approve the request for Opioid Settlement Funds in the amount of \$27,200. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the request for Opioid Settlement Funds in the amount of \$27,200.

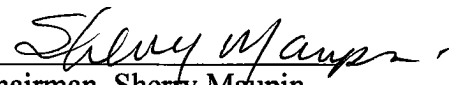
Action Item: Grant Writer, Ken Schlegel provided a brief overview of the work that Clerk, Douglas Miller and he conducted regarding the creation of a Valley County Grant Program Guideline. The commissioners advised that they would continue to review the proposed guideline manual for grants and sign a resolution in the future to adopt the manual.

Action Item: Jerry Wortley representing the Idaho Sled Dog Challenge presented to the commissioners and presented a request for a contribution from Valley County for the event that was scheduled to occur in the Winter of 2026. The commissioners described the new non-profit contribution process request that was going to be implemented, and no decision was going to be made today. Mr. Wortley described the hardship of the Idaho Sled Dog Challenge. Commissioner Thompson made a motion to approve a contribution in amount of \$15,000 from the fiscal year 2025 economic development budget. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve a contribution in amount of \$15,000 from the fiscal year 2025 economic development budget for the Idaho Sled Dog Challenge.

Action Item: The commissioners continued discussions with Perpetua Resources regarding the community development agreement. Belinda Provancher and Deb Nelson, representing Perpetua Resources, were in attendance to continue the negotiations with Valley County regarding the community development agreement. There were multiple questions related to the Community Development Agreement and an opportunity for a question answer session between Perpetua Resources and Valley County. The commissioners discussed the CUP that was approved for the logistics facility and advised that it was thought that the development agreement would address specific needs within Valley County. During deliberations the commissioners shared their opinion regarding the community development agreement. Commissioner Thompson made a motion to approve the community development agreement between Valley County and Perpetua Resources with the amendments that were stated. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the community development agreement between Valley County and Perpetua Resources.

The commissioners adjourned at 4:16 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Sherry Maupin

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

KATLIN CALDWELL
Commissioner
kcaldwell@co.valley.id.us

NEAL THOMPSON
Commissioner
nthompson@co.valley.id.us

VALLEY COUNTY COMMISSIONERS MEETING AGENDA Wednesday October 22, 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 **Department Head Reports** - 5 Minutes each

Building Department – Annette Derrick

Court Services – Dee Dee Phillips

Extension Office- Melissa Hamilton

Action Item: Sign Cooperative Agreement for University of Idaho Extension Program

Human Resources/Risk Management – Mike Savoie

Information Technology – Jeremy Wilcox

Planning and Zoning-Cynda Herrick

Parks and Recreation- Dave Bingaman

Action Item: Appoint New Valley County Groomer Advisory Committee Board Member

Wildfire Mitigation Program – Mara Hlawatschek

10:30 Presentation from Clearwater Financial on Valley County Fairgrounds Master Plan

11:00 Buildings and Grounds/Solid Waste-Terri Kenneda

11:15 **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 et being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation

- 11:30 Road & Bridge Presentation- Jeff McFadden
Action Items: Sign Purchase Agreement with Cascade Auto
Sign Winter Road Maintenance Agreement Between Valley
County and Dennett Ranch Property Owners
- 11:55 Commissioner Discussion
Action Items: Meeting Minutes of October 15, 2025
Approving the Nomination of Cascade Medical Center for Rural
Health Innovator of the Year
- 12:00 Recess for Lunch
- 1:00 Update on Commissioner's Boards/Committees
- 1:20 **Action Item:** Saddle Rock Subdivision Phase 3 – Final Plat – Planning and Zoning
Director, Cynda Herrick
- 1:30 **Action Item:** Variance for Setback Requirement for Fences: CUP 25-018 Idaho Power
Cascade Switching Station, CUP 25-019 Idaho Power Scott Valley Switching Station,
CUP 25-020 Idaho Power Stibnite Substation – Planning and Zoning Director, Cynda
Herrick
- 1:45 Presentation from Commissioner Thompson Regarding Capital Improvement Projects
- 2:00 **Action Item:** Change House Request for Opioid Settlement Funds
- 2:15 **Action Item:** Discussion/Decision Regarding Grant Program Guideline Manual
- 2:45 **Action Item:** Request from Idaho Sled Dog Challenge for Contribution for Fiscal Year
2026
- 3:00 **Action Item:** Discussion/Decision Approve Perpetua Proposed Community
Development Agreement
- 4:00 Opportunity for General Public to Present to Commissioners
- Adjourn

COMMISSIONERS FUTURE MEETING DATE
Wednesday October 29, 2025