

# Valley County Board of County Commissioners

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## IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO January 5, 2026

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

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

Acting Chairman, Neal Thompson led the Pledge of Allegiance.

**Action Item:** Acting Chairman presented the commissioners' agenda for January 5, 2026. Commissioner Caldwell made a motion to approve the agenda with following changes to addition of the SWCC Seminar with Swift funds, 11:30 a.m. change the title to Implementation of new codes and application of fees, postponing the 2:30 workshop with Perpetua Resources until January 20<sup>th</sup> and 2:30 p.m. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed.

**Action Item:** Chairman Thompson presented the commissioner meeting minutes from December 22, 2025. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from December 22, 2025. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from December 22, 2025.

**Action Item:** Clerk, Douglas Miller presented the Idaho Department of Parks and Recreation County Vessel Fund Reporting and Remittance Form and explained the requirements to the commissioners. Commissioner Caldwell made a motion to approve the Idaho Department of Parks and Recreation County Vessel Fund and Remittance Form. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Idaho

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Department of Parks and Recreation County Vessel Fund Reporting and Remittance Form as presented.

Building Director, Annette Derrick informed the commissioners that the Building Department had been preparing to handle the building permit applications for any building within the impact areas. 381 permits building permits for calendar year 2025 and she advised that it was a bit lower than last year. She informed the commissioners that they will be attending continued credit units from January 17<sup>th</sup> through January 20<sup>th</sup> of 2026. She also shared with the commissioners that they had continued to conduct building inspections. Commissioner Caldwell discussed potential changes to the purchasing and maintaining of vehicles in the future.

Court Services Director, Dee Dee Phillips provided an update to the commissioners regarding the work that had been conducted by the probation department and the services that are offered. She explained the multiple responsibilities of the probation officers and described a recent case which required all the officers to assist each other and shared that the holidays were a tough time for individuals on probation.

IT Director, Jeremy Wilcox, talked with the commissioners about the projects that the IT Department had been involved with and shared with the commissioners that IT employees had taken personal time off over the holidays. He informed the commissioners that he had narrowed the applicants for the IT Department and would be deciding within the next couple of weeks.

Planning & Zoning Director, Cynda Herrick, reported to the commissioners that she took personal time off over Christmas. She provided the commissioners with an overview of work that the Planning & Zoning Department had been conducting to include short-term rental compliance. She shared that the Planning & Zoning Department had not received calls regarding developments in impact with the city of McCall. Acting Chairman Thompson asked about the waste that had been piling up at a piece of property north of Donnelly. Planning & Zoning Director Herrick reported that there was nothing in ordinance related to storing personal items on individuals' property but indicated that there was communication with the property owners about the debris.

Recreation Director, Dave Bingaman reported that the recreation department had been slowly working on snow grooming. He reported that the Recreation Coordinator, Emily Holmes, had been writing grants. He shared that the Titus camera had shown that the parking lot was full. He shared with the commissioners about a conference that the snow groomers would be attending.

**Action Item:** Recreation Director, Dave Bingaman presented a request to surplus snow-groomer drags and explained the reason for the request. Commissioner Caldwell made a motion to approve the request to surplus the snow-groomer drags as presented. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the request to surplus snow-groomer drags as presented.

The commissioners asked Recreation Director Bingaman about the lease agreement with Idaho Department of Parks and Recreation regarding Francis Wallace parking lot and Recreation Director Bingaman provided an update to the commissioners.



Wildfire Mitigation Director, Mara Hlawatschek provided a presentation to the commissioners regarding a seminar that would be occurring related to the wildfire mitigation seminar that would be occurring. She discussed the purpose of the seminars and who would be invited to participate.

**Action Item:** Wildfire Mitigation Director, Mara Hlawatschek presented the SWIFF Funding. Commissioner Caldwell made a motion to approve the SWIFF Funding as presented. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the SWIFF Funding as presented.

**Action Item:** Wildfire Mitigation Director, Mara Hlawatschek presented on the SWCA seminar to be paid for with SWIFF funds. Commissioner Caldwell made a motion to approve the SWCA seminar to be paid for with SWIFF funds. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the SWCA seminar to be paid for with SWIFF funds.

**Action Item:** Wildfire Mitigation Director Hlawatschek presented the PRRA East Mountain 25IRP memorandum of understanding and explained the grant to the commissioners. Commissioner Caldwell made a motion to approve the PRRA East Mountain memorandum of understanding. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the PRRA East Mountain memorandum of understanding.

Wildfire Mitigation Director Hlawatschek informed the commissioners about grant applications that she had been working on to assist with the funding of projects and staff for the wildfire mitigation programs. She reported that she has a Valley County Fire Working Group meeting next Wednesday and explained the agenda to the commissioners.

**Action Item:** Facility Director, Terri Kenneda presented to the commissioners a request for two additional cellular phones for facility staff members. Commissioner Caldwell made a motion to approve the request as presented for two additional cell phones for facility staff members. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the request as presented for two additional cell phones for facility staff members.

**Action Item:** Facility Director, Terri Kenneda presented to the commissioners concerns regarding the defect of the tipping floors at the solid waste transfer site. She advised that it appears that the concrete was not holding up. Mr. Joe Dalrymple with Dalrymple Construction provided comments to the commissioners and made allegations that the Lake Shore Disposal equipment was potentially damaging the concrete. Commissioner Caldwell presented reports that had been received regarding the condition of the concrete when it was poured. Mr. Dalrymple provided a response related to the reports that were presented related to the condition of the concrete. Adam Raibley and Travis Pyle with Great West Engineering presented on options for the county to conduct core samples of the concrete to determine the conditions and felt that Dalrymple Construction should prepare a workplan to present to the county. Commissioner Caldwell asked about the testing that had been received and the validity of the tests and Travis Pyle with Great West Engineering provided a response. Mr. Dalrymple also provided a response to the commissioners. Travis Pyle with Great West Engineering presented recommendations to the commissioners on where the concrete samples should be taken from and again requested a work plan from Dalrymple Construction to solidify the core samples to be



done. The commissioners requested as a condition of the continued work of the project that core samples of the concrete be done with Facility Director, Terri Kenneda, being informed of the steps that will be taken to test the concrete.

**Action Item:** Facility Director, Terri Kenneda, presented on the change order request that had been submitted for electrical work at the Solid Waste Transfer Site improvements. The commissioners discussed the process that should have been followed regarding the change orders and Travis Pyle with Great West Engineering indicated that they would be reviewing the change orders to make sure that Valley County understood the necessity of the change orders. Mr. Dalrymple described the process that Dalrymple Construction did to determine an estimate bid for the electrical work and discussed an issue for the electrical reader boards. Travis Pyle with Great West Engineering provided their professional input regarding the change order request for the electrical reader boards. Mr. Dalrymple with Dalrymple Construction presented the change order requests for the electrical work and advised that he had separated the change order requests for the commissioners to review and consider. The total cost of the change orders is \$69,000 for the electrical work that has been conducted. Commissioner Caldwell had concerns regarding the process that had not been followed and felt that Great West Engineering had not had the opportunity to determine if the work was necessary. Travis Pyle with Great West Engineering provided clarifying information regarding how the proposed change orders would impact that existing contract. Commissioner Caldwell made a motion to table the change orders request for January 12, 2026. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to table the proposed change orders request for January 12, 2026.

Public Relations, McKenzie Kraemer provided the commissioners with an update regarding the use of the Valley County Social Media page and provided statistics regarding the use of the Valley County Website. She reported that she was preparing a 2025-year end review to distribute to the public.

**Action Item:** Road Director, Kerstin Dettrich presented a formal equipment surplus list to the commissioners for consideration and explained the purpose of the request. She described that multiple individuals had reviewed the list and advised that she would like to continue to analyze asset list each year. Commissioner Caldwell made a motion to approve the surplus list as presented. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the surplus list as presented.

Road Director, Kerstin Dettrich presented on proposal to potentially reopen the Fiscal Year 2026 budget and a financial projection and discuss prioritization of improvements of roads. She also explained that the public had been asking specific questions and felt that she needed to take time to respond to the public's questions. The commissioners agreed that a plan should be established to educate the public on funding the road department and how the road department determines improvements of roads across the county. She also presented regarding the request from Perpetua Resources to finalize the Road Maintenance Agreement.

**Action Item:** Acting Chairman Thompson presented the change order request from Pacific West Construction. Facility Director, Terri Kenneda, was asked questions related to the proposed change order requests and provided a response related to the questions that were asked regarding specific requests. Acting Chairman Thompson provided information related to change order



requests from Pacific West Construction. Facility Director Terri Kenneda questioned the request for additional costs for the painting that was described in the change order. Commissioner Caldwell provided her opinion regarding the proposed change orders and questioned the requests and felt that all three commissioners needed to be in attendance to approve. She requested that the matter be postponed for a decision to be made. Commissioner Caldwell made a motion to postpone the approval of the change order request from Pacific West Construction until January 20, 2026. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the tabling of the change order request from Pacific West Construction until January 20, 2026, at 9:05 a.m.

Acting Chairman Thompson began the discussion regarding new codes and fees within Valley County regarding building permit fees and engineering costs. Planning & Zoning Director, Cynda Herrick referred to Idaho Code regarding the requirements. Civil Attorney, Ashley Moore provided a statement to the commissioners regarding requirements. Building Director, Annette Derrick advised that there would be additional work required by the Building Department. Planning & Zoning Director Herrick provided additional information to the commissioners and described the training that would need to be arranged. The commissioners had questions and Planning & Zoning Director Herrick responded accordingly.

The commissioners recessed for lunch at 12:01 p.m.

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

**Action Item:** Recreation Director, Dave Bingaman and Recreation Coordinator, Emily Holmes presented several grant applications to submit to Idaho Department of Parks and Recreation. The first grant application was for Boulder Meadows Grant application. Commissioner Caldwell made a motion to sign the letter of support for \$11,806 and \$6,500.00. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support related to the Boulder Meadows Grant application.

**Action Item:** Recreation Coordinator, Emily Holmes presented grant application through IDPR for Francie Wallace Parking lot and requested that the commissioners approve a letter of support for the Francie Wallace Parking Lot grant. Commissioner Caldwell made a motion to sign letter of support for the Francie Wallace Parking Lot grant. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to sign letter of support for the Francie Wallace Parking Lot grant.

**Action Item:** Recreation Coordinator, Emily Holmes presented a grant application through Idaho Department of Parks and Recreation letter of support for Francie Wallace webcams matching funds of \$3,858.00 budget line. Commissioner Caldwell made a motion to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for webcams and Francie Wallace Parking Lot. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for webcams and Francie Wallace Parking Lot.



**Action Item:** Recreation Coordinator Emily Holmes presented a grant application through Idaho Department of Parks and Recreation and requested a letter of support for upgrades to Wellington Park. Commissioner Caldwell made a motion to approve letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for upgrades to Wellington Park. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for upgrades to Wellington Park.

**Action Item:** Recreation Coordinator, Emily Holmes presented a grant application through Idaho Department of Parks and Recreation and requested a letter of support for the purchasing of snowmobiles and a trailer. Commissioner Caldwell made a motion to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for the purchase of snowmobiles and a trailer. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for the purchase of snowmobiles and a trailer.

**Action Item:** Recreation Coordinator, Emily Holmes presented a grant application through Idaho Department of Parks and Recreation for a snow groomer and requested a letter of support from the commissioners. She also described where the snow groomer would be utilized. Commissioner Caldwell made a motion to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for the purchase of a snow groomer. Acting Chairman Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support as presented related to the grant application through Idaho Department of Parks and Recreation for the purchase of a snow groomer.

Acting Chairman Thompson began the workshop related to development of a road closure policy. Prosecuting Attorney, Brian Oakey led the discussion with the commissioners and advised that the purpose was to have global conversation regarding emergency road closures and authority determination of closing of roads. Those in attendance were Sheriff, Kevin Copperi, Road Director, Kerstin Dettrich, Recreation Director, Dave Bingaman. Sheriff Copperi explained the role of the Valley County Sheriff's Office regarding the temporary closures of roads. Prosecuting Attorney, Brian Oakey shared with the commissioners Idaho Code requirements related to the closure of roads and explained that he would like the commissioners to establish a policy and how decisions would be made related to closure of roads. Road Director, Kerstin Dettrich provided her opinion regarding the role of the Valley County Road Department regarding closures of road within Valley County which would be specific signage. Prosecuting Attorney, Brian Oakey advised that the commissioners are the only entity that have the authority to close a road within Valley County. Sheriff, Kevin Copperi felt that Valley County needed to have a clear identify definition of potential consequences for violation of a road closure. Commissioner Caldwell discussed the next steps to create a formal road closure policy and Prosecuting Attorney Brian Oakey explained the requirements and in addition provided recommendations. Road Director, Kerstin Dettrich wanted the commissioners to be aware regarding how road closures are addressed when it relates to groomed trails. Sheriff Copperi made additional recommendations when finalizing a road closure policy and felt that additional language when a road closure was made but there are individuals who have traveled on the road




prior to the closure being made. Prosecuting Attorney, Brian Oakey also discussed the need of the commissioners to determine risk tolerance which might be different than other entities.

Acting Chairman Thompson advised that there was a matter on the agenda scheduled for 2:30 p.m. that will be tabled until January 12, 2026, and January 20, 2026. The commissioners adjourned at 2:25 p.m.

Attest:



Douglas Miller, Clerk



Acting Chairman, Neal Thompson

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## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday January 5, 2026

**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 Commissioner Discussion

**Action Items:** Meeting Minutes of December 22, 2025

Approve County Vessel Fund Report and Request for  
Retention of County Vessel Funds

9:10 **Department Head Reports**

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

Parks and Recreation- Dave Bingaman

**Action Item:** Request to Surplus Old Groomer Drage Unit

Wildfire Mitigation Program – Mara Hlawatschek

**Action Items:** Approve SWIFF Funding Memorandum of Understanding from All Land  
Partnership for Wildfire Seminar

Approve PRRA East Mountain 25IRP-Valley Memorandum of  
Understanding

10:00 Buildings and Grounds / Solid Waste- Terri Kenneda

**Action Items:** Request for Two Additional Cellular Phones for Facility Staff

Notice of Defect Update-Tipping Floor Solid Waste Transfer Site

Approve Change Order for Solid Waste Transfer Site Electrical Work

10:30 Public Relations – McKenzie Kraemer



- 10:45 Road & Bridge Presentation-Road Director, Kerstin Dettrich  
**Action Item:** Approve Surplus List
- 11:15 **Action Item:** Approve Pacific West Construction Change Order
- 11:30 **Action Item:** Workshop for Discussion/Decision on New Fees in Amended McCall Area of Impact
- 12:00 Recess for Lunch
- 1:00 **Action Item:** Grant for Approval and Sign Letter of Support and Commitment for Recreation Grant Match – Recreation Director, Dave Bingaman
- 1:30 Workshop to Discuss Development of Road Closure Policy
- 2:30 Workshop with Perpetua Resources to Finalize Road Development Agreement with Valley County
- 3:30 Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONER'S FUTURE MEETING DATE

Monday January 12, 2026