

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@valleycountyid.gov

KATLIN CALDWELL
Commissioner
kcaldwell@valleycountyid.gov

NEAL THOMPSON
Commissioner
nthompson@valleycountyid.gov

DOUGLAS A. MILLER
Clerk
dmiller@valleycountyid.gov

IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO February 2, 2026

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 February 2, 2026. Commissioner Caldwell made a motion to approve the commissioners' agenda as presented for February 2, 2026. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda as presented for February 2, 2026.

Senior Deputy Auditor, Robyn Elliott presented the Fiscal Year 2026 claims and board order claims to the commissioners.

Fiscal Year 2026 Claims

General Fund	\$257,896.85
Road & Bridge	\$174,208.05
American Rescue Plan Fund	\$34,419.90
District Court	\$1,923.27
Health District	\$178,825.89
Airports	\$14,125.00
Junior College Tuition	\$1,000.00

Board of County Commissioners Meeting
February 2, 2026

Revaluation	\$4,155.00
Solid Waste	\$130,405.36
Tort	\$240,000.00
Weeds	\$1,287.76
Veterans Memorial	\$4,250.00
PILT Fund	\$31,529.00
Pest Control	\$50.00
Waterways	\$770.85
McCall-Donnelly Snowmobile	\$20,139.30
Cascade-Warm Lake Snowmobile	\$1,077.76
Smiths Ferry Snowmobile	\$439.00
Extension Agent Fund	\$845.00
LACTF Fund	\$517,680.13
<hr/>	
Total:	\$1,610,803.12

Action Item: Commissioner Caldwell made a motion to approve the claims and board order claims as presented. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for February 2, 2026.

Action Item: Chairman Maupin presented to the commissioner meeting minutes from January 20, 2026. Commissioner Caldwell made a motion to approve the commissioner meeting minutes from January 20, 2026. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioner meeting minutes from January 20, 2026.

Action Item: Clerk, Douglas Miller presented the agreement between Valley County and Donnelly Bible Church to allow for the use of the church for the polling location for 2026. Commissioner Caldwell made a motion to approve the agreement between Valley County and Donnelly Bible Church. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement between Valley County and Donnelly Bible Church.

Building Director, Annette Derrick informed the commissioners that due to the winter conditions individuals are still building and inspections were still taking place. She informed the commissioners about training that the building department attended, and she presented on legislation that concerned the building department. She reported that there had been ten building permits that were issued since January of 2026. She shared with the commissioners that the building department had not been utilizing the building permit software, and she reported about the delay.

Court Services Director, Dee Dee Phillips informed the commissioners about specific mental health crisis training that she would be attending in Twin Falls, Idaho, and provided an overview of the training that would be occurring. She reported to the commissioners that the court services department would be obtaining bullet proof vests through a grant application in collaboration with the Valley County Sheriff's Office. Director Phillips provided probation statistics to the

commissioners for juvenile probation and adult misdemeanor probation. She presented to the commissioners that there were 28 pre-trial cases that the department was currently monitoring.

University of Idaho Extension Educator, Melissa Hamilton reported on the master gardener program that started again in January of 2026, and she provided an overview of the curriculum. She reported on the ag entrepreneur program and described the program to the commissioners. She presented that an individual reached out to her to volunteer for the gardener program. She informed the commissioners that she was currently interviewing for the positions open to include 4-H Coordinator and office assistant. She shared with the commissioners about surveys that she had created. She advised that she would be taking her annual vacation in February of 2026.

IT Director, Jeremy Wilcox informed the commissioners about the badge access upgrade on the Cascade Annex. He reported to the commissioners that he made an offer for his open IT Technician Position, and the individual would start on February 17, 2026. He shared with the commissioners that the IT ticketing system transition was occurring and provided an overview of the upgrade that occurred. He also provided a brief update related to the implementation of the software for the building department.

Action Item: IT Director, Jeremy Wilcox presented the Grantseeker Pro Contract and described the process that occurred to determine that this was the software needed to assist with managing grants for Valley County. Commissioner Caldwell made a motion to approve the agreement with Grantseeker Pro. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the agreement with Grantseeker Pro.

Planning & Zoning Director, Cynda Herrick reported on training that would occur on April 10, 2026, and described the training to the commissioners which was called RPT training. She advised that the training would take place at Kelly's White-Water Park and informed the commissioners about the departments she would like to invite and whom she would like to invite from the public. She presented that the Red Ridge Public Hearing would occur on February 25, 2026, and advised that the hearing would occur in Cascade, Idaho, but there was an attempt to schedule the public hearing in McCall but there were no available locations.

Recreation Director, Dave Bingaman, provided the commissioners with a statistical report on the number of recreationalists that are utilizing the Valley County parking lots. He informed the commissioners that even with the lack of snow there had been an increase of recreationalist. He reported to the commissioners that the donated snow-groomer by Perpetua Resources would be used. He informed the commissioners about the training that occurred for the snow groomers and described the networking that occurred during the training. He reported that the Horsethief Campground agreement had been finalized and would be presented to the commissioners in the future. He also shared that the snow grooming agreement with the Forest Service had almost been completed. He shared with the commissioners that the recreation department had obtained a trail counter, and they should be able to have specific statics for the commissioners. He also reported on technology that would be used to count vehicles on trail cameras. He advised that there were six grants that were submitted for approval. Dave presented on the Waterways Ordinance and provided recommendations to the commissioners about scheduling a workshop and the commissioners agreed.

Action Item: Recreation Director, Dave Bingaman submitted to the commissioners that Mr. Greg Eveline submitted a letter of intent to be appointed to the Valley County Recreation Advisory Board. Commissioner Caldwell made a motion to appoint Mr. Greg Eveline to the Valley County Recreation Advisory Board. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the appointment of Mr. Greg Eveline to the Valley County Recreation Advisory Board.

Action Item: Recreation Director, Dave Bingaman presented the Campspot Reservation Software Agreement and explained how the software would be used for recreationalists to reserve campsites specifically at Horsethief Reservoir. Commissioner Caldwell made a motion to approve the Campspot Reservation Software Agreement. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Campspot Reservation Software Agreement.

Fire Mitigation Director, Mara Hlawatscheck shared with the commissioners that local fire wise mitigation grant applications opened, and she provided an overview of the number of applications that had been received. She shared with the commissioners about a seminar that would be occurring. She informed the commissioners that she would be applying for three grants and informed the commissioners about the grants that she had applied for including grants through Idaho Department of Lands. She reported on the work that she had been conducting with the National Forest Foundation and advised that she was connecting them with landowners. She shared that she was updating projects through CWPP and described the work that she was doing to update all the projects and present to the commissioners for review.

Action Item: Fire Mitigation Director, Mara Hlawatscheck presented the Tamarack Hazardous Fuels Reduction Memorandum of Understanding and informed the commissioners about the work that could be completed and the locations. Commissioner Caldwell made a motion to approve the Tamarack Hazardous Fuels Reduction Memorandum of Understanding. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Tamarack Hazardous Fuels Reduction Memorandum of Understanding.

Action Item: Fire Mitigation Director, Mara Hlawatscheck presented the Secure Rural Schools and Community Self Determination Action of 2000 Certification of Title III Expenditures. Commissioner Caldwell made a motion to approve the Secure Rural Schools Certification of Title III Expenditures form as presented. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Secure Rural Schools Certification of Title III Expenditures forms.

Facility Director, Terri Kenneda provided a presentation to the commissioners that the improvement project at the Solid Waste Transfer Site was on hold for the winter. She shared with the commissioners a priority list for the Valley County Sheriff's Office and Jail. She informed the commissioners she would like an analysis to be conducted to determine a long-term plan. The commissioners had the ability to voice concerns regarding the recommendations and felt that a workshop needed to occur. Facility Director, Terri Kenneda, presented concerns to the commissioners regarding repairs that were needed at the Cascade Annex. She shared with the commissioners about issues at the Valley Soil & Water Conservation District building. The

commissioners requested a workshop to occur to determine appropriate upgrades and relocation of departments.

Action Item: Assessor, Sue Leeper and Appraiser, Kristi Hamilton presented on property tax exemption application and first presented on parcel# RPM00000163050 for McCall Baptist Church. Chairman Maupin made a motion to approve full property tax exemption for parcel# RPM00000163050 for McCall Baptist Church. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the full property tax exemption application for parcel# RPM00000163050 for McCall Baptist Church.

Action Item: Appraiser, Kristi Hamilton presented on property tax exemption application for parcel# RPM001300F012A for McCall Church of Nazarene. Commissioner Caldwell made a motion to approve full property tax exemption for parcel# RPM001300F012A for McCall Church of Nazarene. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve full property tax exemption for parcel# RPM001300F012A.

Action Item: Appraiser, Kristi Hamilton presented property tax exemption application for parcel# RPM001300F011A for McCall Church of Nazarene. Commissioner Caldwell made a motion to approve the property tax exemption application for parcel# RPM001300F011A for McCall Church of Nazarene. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the property tax exemption application for parcel# RPM001300F011A for McCall Church of Nazarene.

Action Item: Appraiser, Kristi Hamilton presented property tax exemption application for parcel# RPM03980070020 for McCall Church of Nazarene. Commissioner Caldwell made a motion to approve the property tax exemption application for parcel# RPM03980070020 for McCall Church of Nazarene. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the property tax exemption application for parcel# RPM03980070020 for McCall Church of Nazarene.

Action Item: Appraiser, Kristi Hamilton presented on property tax exemption application parcel# RPM001300F010B for McCall Church of Nazarene and advised that the parcel was a parking lot and had been rented out to St. Luke's hospital as a parking lot. Chairman Maupin made a motion to approve a 171-day partial property tax exemption for parcel# RPM001300F010B for McCall Church of Nazarene. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve a 171-day partial property tax exemption for parcel# RPM001300F010B for McCall Church of Nazarene

Action Item: Appraiser, Kristi Hamilton presented on property tax exemption application parcel# RPM001300G008A for McCall Congregation of Jehovah's Witnesses. Commissioner Caldwell made a motion to approve full property tax exemption on parcel# RPM001300G008A for McCall Congregation of Jehovah's Witnesses. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve full property tax exemption on parcel# RPM001300G008A for McCall Congregation of Jehovah's Witnesses.

Action Item: Road Director, Kerstin Dettrich presented to the commissioners the West Roseberry request for proposal bid and explained that the formal award was not completed as

Board of County Commissioners Meeting
February 2, 2026

there was a request for the engineer to review the bid. Parametrix was only asked to assert if lowest bidder met the requirements. She provided a summary of the review that was conducted by Parametrix. She advised that it was clear that Valley Paving & Asphalt was the lowest bidder, however there was language in the request for proposal that was missing. She provided a formal recommendation from Parametrix to provide additional support for the project and an additional scope letter to determine if there are additional issues before construction occurs. She felt that the commissioners could award bid to the lowest bidder Valley Paving & Asphalt with the understanding that she would be requesting additional work to be conducted by Parametrix. The commissioners had questions regarding the process and Road Director Dettrich provided an overview of the process to the commissioners. Commissioner Caldwell disclosed that one of the bidders was a family members business but was not the lowest bidder. Chairman Maupin made a motion to formally award the bid to Valley Paving & Asphalt for the project at West Roseberry. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to formally award the bid to Valley Paving & Asphalt for the project at West Roseberry.

Action Item: Road Director, Dettrich presented the road development agreement with Perpetua Resources and shared with the commissioners the work session that occurred and the approval that was conducted with the amendments. The commissioners advised that the road development agreement with Perpetua Resources had already been approve with the understanding that the Valley County Prosecuting Attorney's Office was adding the additional language that was approved during the presentation.

Road Director, Dettrich provided the commissioners with a presentation to the commissioners regarding potential projects that are in the works with the Valley County Road Department, and she first presented on the grant awards for road improvement that had been awarded in Valley County. She shared that it would be approximately \$10,000,000 worth of construction work to be conducted within Valley County on roads and bridges. She also provided the commissioners with an overview of proposed project and tracking sheets of proposed upcoming projects within Valley County for the future. She described her planned analysis to prioritize projects, and she had recommendations to the commissioners.

Action Item: Road Director Dettrich informed the commissioners that she met with Clerk, Douglas Miller and identified a few positions that had not been filled within the road department budget which could allow for a new position to be created and funded. She recommended that a new operational manager position be created as she described during her presentation and presented a job description for the commissioners to consider. Chairman Maupin provided her opinion after the presentation that was made by Road Director Dettrich. Chairman Maupin made a motion to approve the operational manager position as presented. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the operational manager position as presented for the Valley County Road Department.

The commissioners recessed for lunch at 11:45 a.m.

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

Action Item: Sheriff Kevin Copperi presented to the commissioners that Perpetua Resources would like to donate to Valley County for winter tires and chains valued at \$5,100 and informed

Board of County Commissioners Meeting
February 2, 2026

the commissioners what vehicle would be outfitted. Commissioner Caldwell made a motion to accept the donation from Perpetua Resources in the amount of \$5,100. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to accept the donation from Perpetua Resources in the amount of \$5,100.

Chairman Maupin began the workshop with members of the Valley County Planning & Zoning Committee to include Planning & Zoning Committee members Carrie Potter, Heidi Schneider, Ken Roberts and Brad Mabe to discuss the updating of Valley County Ordinances and Valley County Comprehensive Plan. Valley County Prosecuting Attorney, Brian Oakey and Road Director, Kerstin Dettrich were in attendance. Chairman Maupin began the workshop specifically related to the proposed Valley County Comprehensive Plan. The Valley County Board of County Commissioners and Valley County Planning & Zoning Commission agreed to have additional workshops and requested additional training from Valley County Prosecuting Attorney's Office specifically regarding deliberations requirements.

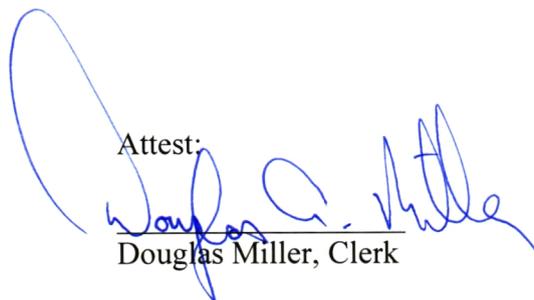
Public Relations, McKenzie Kraemer provided the commissioners with an overview of the number of individuals who have utilized that Valley County social media page and the Valley County Website. She advised that she was working with all the Valley County departments and had been preparing a content calendar that would be shared with the public on a regular basis.

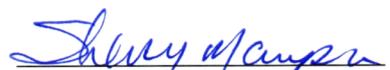
Action Item: Chairman Maupin made a motion to go into Executive Session per Idaho Code 74-206 1(f)-"To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement." Commissioner Caldwell seconded the motion. No further discussion, by roll call vote Chairman Maupin and Commissioner Caldwell voted "aye". Commissioner Thompson was not in attendance. The commissioners went into Executive Session per Idaho Code 74-206 1(f)-Litigation at 2:50 p.m.

Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(f)-Litigation at 3:23 p.m. No decision was made after the Executive Session.

Chairman Maupin advised that the commissioners were traveling to the Solid Waste Transfer Site to conduct a visit and an inspection.

The commissioners adjourned the meeting at 3:24 p.m.

Attest:

Douglas Miller, Clerk


Chairman, Sherry Maupin

Board of County Commissioners Meeting
February 2, 2026

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@valleycountyid.gov

KATLIN CALDWELL
Commissioner
kcaldwell@valleycountyid.gov

NEAL THOMPSON
Commissioner
nthompson@valleycountyid.gov

DOUGLAS A. MILLER
Clerk
dmiller@valleycountyid.gov

VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday February 2, 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
- 9:00 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Robyn Elliott
- 9:05 Commissioner Discussion
Action Items: Meeting Minutes of January 26, 2026
Approve Agreement with Donnelly Bible Church to Allow Polling Location for May 19, 2026, and November 3, 2026
- 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
Action Item: Approve Grantseeker Pro Contract
Planning and Zoning-Cynda Herrick
Parks and Recreation- Dave Bingaman
Action Items: Approval of Advisory Board Member Approval
Campspot Reservation Software Agreement
Wildfire Mitigation Program – Mara Hlawatschek
Action Item: Sign Tamarack Hazardous Fuels Reduction Memorandum Of Understanding for \$240,000
Sign Secure Rural Schools and Community Self-Determination Action of 2000 Certification of Title III Expenditures by Participating County

- 10:30 Buildings and Grounds / Solid Waste- Terri Kennedy
- 11:00 **Action Item:** Property Tax Exemptions
RPM00000163050 – McCall Baptist Church
RPM001300F012A – McCall Church of the Nazarene
RPM03980070020 - McCall Church of the Nazarene
RPM001300F010B - McCall Church of the Nazarene
RPM001300F011A - McCall Church of the Nazarene
RPM001300G008A – McCall Congregation of Jehovah’s Witnesses
- 11:15 Road & Bridge Presentation- Kerstin Dettrich
Action Items: West Roseberry RFP Bid – Formal Award to Low Bidder
Approve Road Department Operations Manager Position
Amended Road Development Agreement with Perpetua
- 12:00 Recess for Lunch
- 1:00 **Action Item:** Approval of Donation from Perpetua Resources for Tires and Chains Value
\$5,100- Captain, Dave Stambaugh
- 1:15 **Action Item:** Workshop on Updating Valley County Ordinances and Valley County
Comprehensive Plan
- 2:30 **Department Head Reports**
Public Relations – McKenzie Kraemer
- 2:45 **Action Item:** Executive Session 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 yet being litigated but imminently likely to be litigated.
The mere presence of legal counsel at an executive session does not satisfy this
requirement.”-Litigation
- 3:15 Conduct Site Visit at Lake Shore Disposal
- Adjourn

COMMISSIONER’S FUTURE MEETING DATE

Monday February 9, 2026