

# Valley County Board of County Commissioners

P.O. Box 1350 • 219 N. Main Street  
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**NEAL THOMPSON**  
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**KATLIN CALDWELL**  
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**GABRIELLE KNAPP**  
*Clerk*  
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## IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO March 23, 2026

**PRESENT:**                   **SHERRY MAUPIN (CHAIRMAN)**  
                                  **NEAL THOMPSON (COMMISSIONER)**  
                                  **KATLIN CALDWELL (COMMISSIONER)**  
                                  **GABRIELLE KNAPP (CLERK)**

Chairman Sherry Maupin led the Pledge of Allegiance.

**Action Item:** Chairman Maupin presented the commissioners' agenda for March 23, 2026. Commissioner Thompson made a motion to approve the commissioners' agenda as amended for March 23, 2026, with the signature authority deleted. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the amended commissioners' agenda for March 23, 2026, with the signature authority deleted.

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

### Fiscal Year 2026 Claims

General Fund	\$75,594.76
Road & Bridge	\$236,948.01
District Court	\$5,019.85
Health	\$100.00
Solid Waste	\$30,673.99
Weeds	\$522.31
McCall-Donnelly Snowmobile	\$6,516.44
Cascade-Warm Lake Snowmobile	\$88.72
Smith's Ferry Snowmobile	\$29.98
Sheriffs Capital Equipment	\$5,138.68
Extension Agent	\$1,110.49

Board of County Commissioners Meeting  
March 23, 2026

LACTF Fund	\$325,786.94
Jughandle LID Bond	\$70,645.21
<hr/>	
Total:	<b>\$758,175.38</b>

**Action Item:** Commissioner Thompson made a motion to approve the claims and board order claims as presented for March 23, 2026, minus the U of I claim. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the claims and board order claims as presented for March 23, 2026, minus the U of I claim.

**Action Item:** Commissioner Caldwell made a motion to approve the commissioners' meeting minutes from March 9, 2026. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' meeting minutes from March 9, 2026.

**Action Item:** Recreation Director, Dave Bingaman presented the commissioners with the Metcalf Professional Service Agreement. Commissioner Thompson made a motion to approve the Metcalf Professional Service Agreement authorized amount of \$7,305. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the Metcalf Professional Service Agreement authorized amount of \$7,305.

**Action Item:** Chairman Maupin presented the commissioners with the written decision of amended order affirming the approval of PUD 23-02, CUP 23-11 and adopting of finding of facts, conclusion of law and decision. Commissioner Caldwell made a motion to approve the written decision of amended order affirming the approval of PUD 23-02, CUP 23-11 and adopting of finding of facts, conclusion of law and decision. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the written decision of amended order affirming the approval of PUD 23-02, CUP 23-11 and adopting of finding of facts, conclusion of law and decision.

**Action Item:** Chairman Maupin presented the commissioners' the letter to forest service regarding road work by Perpetua. Chairman Maupin made a motion to approve the letter to the forest service regarding road work by Perpetua. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the letter to the forest service regarding road work by Perpetua.

**Action Item:** Chairman Maupin presented the commissioners' contract change order with Stroth General, LLC. Commissioner Caldwell made a motion to approve the contract change order with Stroth General, LLC. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the change order with Stroth General, LLC.

**Action Items:** Facilities Director, Terri Kenneda presented the commissioners with the request to purchase a domestic hot water heater for the jail, purchase a washer/dryer for the jail, demo rotted flue and replace the flue in the jail. Commissioner Thompson made a motion to approve the domestic hot water, demo of rotted flue and install of stainless flue for boiler for the jail. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the domestic hot water, demo of rotted flue and install of stainless flue for boiler for the jail.

Commissioner Thomas made a motion to approve purchase of 3 washer dryers for the jail. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the purchase of 3 washer dryers for the jail.

**Action Item:** Planning and Zoning Director, Cynda Herrick gave a staff report on variance for CUP 25-031 sterling Landscaping. The commissioners didn't have any questions. Commissioner Thompson made a motion to approve the variances from Valley County Code as per the Planning and Zoning Commission recommendation and adopt the Facts and Conclusions as our own: A 30-ft setback instead of 100-ft from the front setback along Highway 55 for parking., A 5-ft setback instead of 10-ft from the side (south) property line and a 55-ft setback instead of 100-ft from the front setback along Highway 55 for the outside storage., A 25-ft setback instead of 30-ft from the rear (west) property line for the outside storage. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the variances from Valley County Code as per the Planning and Zoning Commission recommendation and adopt the Facts and Conclusions as our own: A 30-ft setback instead of 100-ft from the front setback along Highway 55 for parking., A 5-ft setback instead of 10-ft from the side (south) property line and a 55-ft setback instead of 100-ft from the front setback along Highway 55 for the outside storage., A 25-ft setback instead of 30-ft from the rear (west) property line for the outside storage.

**Action Item:** Commissioner Caldwell moved to amend the agenda to move the 1 PM item to April 13<sup>th</sup>. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to amend the agenda to move the 1 PM item to April 13<sup>th</sup>.

Nick Zurfluh from Idaho State Department of Agriculture gave an update on the watermilfoil working group.

**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 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 Caldwell 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(d) at 10:02 a.m.

**Action Item:** Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)- Indigent & Charity. At 10:36 a.m. Commissioner Caldwell made a motion to go in the direction that was discussed by the executive. Commissioner Thompson seconded the motion. All in favor, motion passed to approve the direction that was discussed in executive session.

Chairman Maupin responded to an open meetings complaint.

**Action Item:** Fire Mitigation Director, Mara Hlawatschek requested the commissioners authorize her to apply for the Idaho Department of Lands FY26 Hazardous Fuels Reduction Grant. Commissioner Caldwell made a motion to authorize applying for the Idaho Department of Lands FY26 Hazardous Fuels Reduction Grant. Commissioner Thompson seconded the motion. All in favor, motion passed to authorize applying for the Idaho Department of Lands FY26 Hazardous Fuels Reduction Grant.

**Action Item:** Fire Mitigation Director, Mara Hlawatschek requested the commissioners authorize her to apply for the County Staff to Submit Application for the FY27 Western Wildland Urban Interface Grant. Commissioner Thompson made a motion to authorize her to apply for the County Staff to Submit Application for the FY27 Western Wildland Urban Interface Grant. Commissioner Caldwell seconded the motion. All in favor, motion passed to authorize her to apply for the County Staff to Submit Application for the FY27 Western Wildland Urban Interface Grant.

**Action Item:** Alysso Statz from the extension office gave an update on 4H planning. She made a request to have concrete put in to accommodate more swine for this year's fair. Commissioner Caldwell made a motion to approve spending dollars out of the Fairground facilities fund to help with the swine. Commissioner Thompson seconded the motion. All in favor, motion passed to approve spending dollars out of the Fairground facilities fund to help with the swine.

Chairman Maupin started a discussion about a joint planning meeting with planning and zoning on avigation easements. The commissioners were all in agreement to have Chairman Maupin get a meeting scheduled.

**Action Item:** Chairman Maupin made a motion to go into Executive Session per Idaho Code 74-206 1(d)-"To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code"-Indigent & Charity. 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(d) at 11:15 a.m.

**Action Item:** Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)- Indigent & Charity at 11:30 a.m. Commissioner Caldwell made a motion to go the direction that was discussed in executive. Commissioner Thompson seconded the motion. All in favor, motion passed to approve going the direction that was discussed in executive session.

**Action Item:** Chairman Maupin started a discussion about directors signing authority. Commissioner Caldwell made a motion to approve the signing authority for Kerstin Detrich at \$50,000 for FY2027. Commissioner Thompson seconded the motion. All in favor, motion passed to approve the signing authority for Kerstin Detrich at \$50,000 for FY2027.

**Action Item:** Chairman Maupin made a motion to approve the signing authority for Dave Bingaman at \$20,000. Commissioner Caldwell seconded the motion. All in favor, motion passed to approve signing authority for Dave Bingaman at \$20,000.

**Action Item:** Commissioner Caldwell made a motion to approve the signing authority for Terri Kenneda at \$25,000. Commissioner Thompson seconded the motion. All in favor, motion passed to approve the signing authority for Terri Kenneda at \$25,000.

Facilities director Terri Kenneda explained that this was a miscommunication and shouldn't have had the Workshop for Timber Creed on the agenda today. She notified the commissioners it would be set on an agenda on a different day.

**Action Item:** Sheriff, Kevin Copperi requested to purchase SXS from OHV fund. Commissioner Thompson made a motion to approve the purchase of SXS from OHV fund. Commissioner

Caldwell seconded the motion. All in favor, motion passed to approve the purchase of SXS from OHV fund.

**Action Item:** Sheriff Kevin Copperi requested accepting \$30,000 donation from the Valley County Sheriff Foundation for tactical vests. Commissioner Caldwell made a motion to approve accepting \$30,000 donation from the Valley County Sheriff Foundation for tactical vests. Commissioner Thompson seconded the motion. All in favor, motion passed to accepting \$30,000 donation from the Valley County Sheriff Foundation for tactical vests.

**Action Item:** Sheriff Kevin Copperi requested approval of signing an agreement between Idaho Department of Parks and Recreation and Valley County. Commissioner Thompson made a motion to approve signing an agreement between Idaho Department of Parks and Recreation and Valley County. Commissioner Caldwell seconded the motion. All in favor, motion passed to Sign an agreement between Idaho Department of Parks and Recreation and Valley County.

**Action Item:** Commissioner Caldwell made a motion to approve the claim for the U of I for 1,500. Commissioner Thompson seconded the motion. All in favor, motion passed to approve claim for the U of I for 1,500.

The commissioners recessed for lunch at 11:54 p.m.

The commissioners returned from lunch at 2:00 p.m.

**Action Item:** Lisa McClellan from Idaho transportation department gave a presentation on the hybrid model for the DMV. Commissioner Thompson made a motion to approve moving forward with ITD hybrid model. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to motion approve moving forward with ITD hybrid model.

**Action Items:** Kristi Hamilton presented the commissioners with tax exemptions applications 63-602b. Commissioner Thompson made a motion to accept the exemption status religious exemption of RP16N03E162555 Deer Flat Free Methodist Church AKA Camp Cascade at 72 days assessed and 293 days exempt. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to accept exemption status religious exemption of RP16N03E162555 Deer Flat Free Methodist Church AKA Camp Cascade at 72 days assessed and 293 days exempt.

Commissioner Caldwell made a motion to approve the full exemption of RPM00000171905 Our Savior Lutheran Church. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the full exemption of RPM00000171905 Our Savior Lutheran Church.

Commissioner Thompson made a motion to approve the full exemption RP13N04E276606, RPC00000246605, RPM0220001004A, RPM0220001006A, RPM0220001006B, RPM05350000280 Roman Catholic Diocese. Chairman Maupin seconded the motion. Commissioner Caldwell recused herself. No further discussion, all in favor, Commissioner Caldwell withheld from voting. Motion passed to approve the full exemption RP13N04E276606, RPC00000246605, RPM0220001004A, RPM0220001006A, RPM0220001006B, RPM05350000280 Roman Catholic Diocese.

Commissioner Caldwell made a motion to approve the full exemption for Church of Jesus Christ Latter-day Saints, RP16N03E278705, RP18N03E212215, RPC00000254075,

RP18N03E212290. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the full exemption for Church of Jesus Christ Latter-day Saints, RP16N03E278705, RP18N03E212215, RPC00000254075, RP18N03E212290.

**Action Item:** Planning and Zoning Director, Cynda Herrick requested the commissioners sign the intermountain sports development agreement. Commissioner Caldwell made a motion to approve the intermountain sports development agreement. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the intermountain sports development agreement.

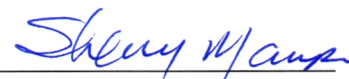
**Action Item:** Chairman Maupin made a motion to go into Executive Session per Idaho Code 74-206 1(b)-“To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer employee, staff member, or individual agent, or public-school student.”-Personnel. 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(b) at 3:42 p.m.

**Action Item:** Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-Evaluation at 5:34 p.m. Chairman Maupin made a motion approve the reposting road senior operation manager for the road department. Commissioner Caldwell seconded the motion. All in favor, motion passed to approve the reposting road senior operation manager for the road department.

The commissioners adjourned at 5:34 p.m.

Attest:

  
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Gabrielle Knapp, Clerk

  
\_\_\_\_\_  
Chairman, Sherry Maupin

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## VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday March 23, 2026

**GABRIELLE KNAPP**  
*Clerk*  
gknapp@valleycountyid.gov

**Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Clerk, Gabby Knapp prior to the meeting.**

**PROPOSED AGENDA** Note: Any item(s) in need of a motion will be described in the agenda under the appropriate section.

- 9:00 **Action Item:** Call to Order – Pledge of Allegiance – Approve Agenda
- 9:05 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Robyn Elliott
- 9:10 Commissioner Discussion  
**Action Items:** Meeting Minutes of March 9, 2026  
Approve and Sign Metcalf Professional Service Agreement  
Approve Written Decision of Amended Order Affirming the Approval of PUD 23-02, CUP 23-11 and Adopting the Findings of Fact, Conclusions of Law and Decision Re: DR-24-28, & SR-24-11 (8/05/2025)  
Approve Letter to the Forest Service Regarding Road Work by Perpetua  
Approve Contract Change Order with Stroth General, LLC  
Approve Delegation of Signature Authority Form  
Approve Purchase of Domestic Hot Water Install for Jail  
Approve Purchase of 3 Washer Dryer Units for Jail  
Approve Demo Rotted Flue for Jail  
Approve Install Stainless Flue for Boiler in Jail
- 9:15 **Action Item:** Variance for CUP-25-031 Sterling Landscaping – Planning and Zoning Director, Cynda Herrick
- 9:30 Payette Lake Eurasian Watermilfoil Working Group
- 10:00 **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 being litigated but imminently likely to be litigated.

The mere presence of legal counsel at an executive session does not satisfy this requirement.”-Litigation

10:30 Open Meetings Complaint Public Response

10:45 **Action Items:** Obtain Authorization to Apply for Idaho Department of Lands for the FY26 Hazardous Fuels Reduction Grant  
Authorize County Staff to Submit Application for the FY27 Western Wildland Urban Interface Grant – Fire Mitigation Director, Mara Hlawatschek

10:55 **Action Item:** Swine Facility Discussion -Alyson Statz

11:00 Discussion on Joint Planning with Planning and Zoning on Avigation Easements

11:15 **Action Item:** Executive Session per Idaho Code 74-206 1(d)-“To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity

11:30 **Action Item:** Update Signature Authorities for Directors

11:45 **Action Item:** Workshop for Timber Creek Recycling RFP for Solid Waste – Facilities Director, Terri Kenneda

11:55 **Action Items:** Request to Purchase SXS from OHV Fund  
Request to Accept \$30,000 Donation From the Valley County Sheriff Foundation for Tactical Vest  
Approval of Agreement Between Idaho Department of Parks and Recreation and Valley County – Captain, Dave Stambaugh

12:00 Recess for Lunch

1:00 Idaho Transportation Department Corridor Study-Wendy Howell, Vincent Trimboli, Brian Duran and Jason Brinkman

2:00 **Action Item:** Presentation from ITD Lisa McClellan and Staff Regarding the DMV Hybrid model.

3:00 **Action Items:** Property Tax Exemptions Applications – Assessor, Sue Leeper

**63-602b Applications:**

RP16N03E162555 Deer Flat Free Methodist Church AKA Camp Cascade

RPM00000171905 Our Savior Lutheran Church

RP13N04E276606 Roman Catholic Diocese

RPC00000246605 Roman Catholic Diocese

RPM0220001004A Roman Catholic Diocese

RPM0220001006A Roman Catholic Diocese

RPM0220001004B Roman Catholic Diocese

RPM05350000280 Roman Catholic Diocese  
RP16N03E278705 Church of Jesus Christ Latter-Day Saints  
RP18N03E212215 Church of Jesus Christ Latter-Day Saints  
RPC00000254075 Church of Jesus Christ Latter-Day Saints  
RP18N03E212290 Church of Jesus Christ Latter-Day Saints

3:30 Opportunity for General Public to Present to Commissioners

3:30 **Action Item:** Intermountain Sports Development Agreement – Planning and Zoning  
Director, Cynda Herrick

3:40 **Action Item:** Executive Session per Idaho Code 74-206 1(b) “To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student”-  
Evaluation

Adjourn

COMMISSIONERS FUTURE MEETING DATE  
Monday March 30, 2026