

Valley County Board of County Commissioners

PO Box 1350 • 219 N Main Street
Cascade, Idaho 83611-1350



Phone (208) 382-7100
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SHERRY MAUPIN

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KATLIN CALDWELL

Commissioner
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NEAL THOMPSON

Commissioner
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GABRIELLE KNAPP

Clerk
gknapp@valleycountyid.gov

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
May 26, 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 May 26, 2026. Commissioner Thompson made a motion to approve the commissioners' agenda for May 26, 2026. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for May 26, 2026.

Action Item: Commissioner Maupin presented the commissioners with the meeting minutes from May 11, 2026. Commissioner Caldwell made a motion to approve the meeting minutes from May 11, 2026. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the meeting minutes from May 11, 2026.

Action Item: Commissioner Caldwell made a motion to approve and sign the cemetery proposal for water rights. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve and sign the cemetery proposal for water rights.

Action Item: Elections Director, Kierstin Oxford presented the commissioners the canvass of the votes from May 19, 2026, primary election. Commissioner Thompson made a motion to approve the canvass of the votes from May 19, 2026, primary election. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the canvass of the votes from May 19, 2026, primary election.

Action Item: Treasurer, Johanna Defoort asked the commissioners to approve the amended direct contract with Tyler Idaho. Commissioner Thompson made a motion to approve the
Board of County Commissioners Meeting
May 26, 2026

amended direct contract with Tyler Idaho. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the amended direct contract with Tyler Idaho.

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

Fiscal Year 2026 Claims

| | |
|----------------------------|--------------|
| General Fund | \$190,467.45 |
| Road & Bridge | \$118,929.98 |
| American Rescue | \$6,521.48 |
| District Court | \$10,537.64 |
| Fair Grounds | \$10,058.00 |
| Revaluation | \$2,247.58 |
| Solid Waste | \$190,823.34 |
| Weeds | \$3,833.55 |
| PILT Fund | \$3,458.75 |
| Waterways | \$8,523.71 |
| McCall-Donnelly Snowmobile | \$1,444.25 |
| Interlock Device Fund | \$247.50 |
| Title III | \$930.00 |
| Extension Agent | \$505.39 |

Total: **\$548,528.62**

Action Item: Commissioner Caldwell made a motion to approve the claims, board order claims as presented for May 26, 2026. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the claims, board order claims as presented for May 26, 2026.

Action Item: Fire Mitigation Director, Mara Hlawatschek requested the commissioner's approval for 2026 Firewise grant application. Commissioner Caldwell made a motion to approve the 2026 Firewise grant application. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the 2026 Firewise grant application.

Action Item: Fire Mitigation Director, Mara Hlawatschek asked the commissioners to consider and approve the new lowest responsive bid contractor for the East McCall Unit 6 Wildfire Mitigation Fuels Reduction Project. Commissioner Caldwell made a motion to approve new lowest responsive bid contractor for the East McCall Unit 6 Wildfire Mitigation Fuels Reduction Project. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve new lowest responsive bid contractor for the East McCall Unit 6 Wildfire Mitigation Fuels Reduction Project.

Action Item: Fire Mitigation Director, Mara Hlawatschek requested the commissioners to sign amendment to East McCall Grant 22WFM-Valley for budget adjustment. Commissioner Thompson made a motion to approve the signing of the amendment to East McCall Grant

22WFM-Valley for budget adjustment. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the signing of the amendment to East McCall Grant 22WFM-Valley for budget adjustment.

Action Item: Planning and Zoning Director, Cynda Herrick presented the commissioners the Schafer Subdivision Final Plat. Commissioner Caldwell made a motion to approve the final plat for Schafer Subdivision;

- acknowledge the Sanitary Restrictions are satisfied;
- acknowledge the approval from Donnelly Rural Fire Protection District and their request to withhold building permits until driveways and the water system are inspected;
- acknowledge the approval and recommendation of the Wildland Urban Interface Fire Protection Plan from the Wildfire Mitigation Director;
- accept the Warranty Deed for Spink LN right-of-Way and validate it as a public road;
- acknowledge the Declaration of Installation of Utilities for Schafer Subdivision;
- acknowledge the Shared Driveway and Access Easement Agreement;
- acknowledge the Covenants, Conditions, and Restrictions; and,
- authorize the chairman to sign the final plat.

This motion is made with the understanding: That building permits will not be issued until the fire department inspects the driveways; and, has tested and approved the water system. That the Board of County Commissioners can set the level of service for any public road.

Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the final plat for Schafer Subdivision;

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- acknowledge the approval from Donnelly Rural Fire Protection District and their request to withhold building permits until driveways and the water system are inspected;
- acknowledge the approval and recommendation of the Wildland Urban Interface Fire Protection Plan from the Wildfire Mitigation Director;
- accept the Warranty Deed for Spink LN right-of-Way and validate it as a public road;
- acknowledge the Declaration of Installation of Utilities for Schafer Subdivision;
- acknowledge the Shared Driveway and Access Easement Agreement;
- acknowledge the Covenants, Conditions, and Restrictions; and,
- authorize the chairman to sign the final plat.

This motion is made with the understanding: That building permits will not be issued until the fire department inspects the driveways; and, has tested and approved the water system. That the Board of County Commissioners can set the level of service for any public road.

Action Item: The commissioners had a discussion on posting their packet documents on the website prior to the commissioners' meeting. All commissioners expressed a desire to do it for transparency with the public but had concerns about making sure personal information was redacted. There is an open administrative assistant position, once that is filled, we will start posting those documents. Commissioner Caldwell made a motion to move forward with creating a policy and procedure for posting board packet documents for the commissioners. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve moving forward with creating a policy and procedure for posting board packet documents for the commissioners.

Action Item: The commissioners had a workshop on a possible contract extension with Lakeshore Disposal, since our contract ends in September. The commissioners had pervious determined that going out for a RFP would be appropriate. The existing contract has an automatic one-year extension, if neither party writes a letter walking away then the terms stay the same. Terri from Lakeshore discussed solid waste from outside the county. Terri Kenneda department requested that solid waste from outside the county be transparent and in writing. They discussed the need for a memorandum of understanding with the city of Riggins. They discussed the woody biomass remaining the same. They discussed the Bring It Don't Burn It program in the contract. Terri from Lakeshore went over a program idea to burn in a fire box.

Alicia Baptiste from Idaho Department of Juvenile Corrections gave the commissioners report on the juvenile system. She gave the number of cases and how many were charged, on probation, and in custody. She went over community service completed and restitution dollars that were paid. Ms. Baptiste went over the legislative funds allocated to juvenile corrections.

Clerk, Gabby Knapp began the budget workshops with the listed departments. The first Fiscal Year 2027 Budget Workshop was for the Treasurer's department and in attendance was Treasurer, Johanna Defoort for account 100-03.

The next budget workshop was Coroner and in attendance was the Coroner, Scott Carver, for account 100-06.

The commissioners recessed for lunch at 11:50 a.m.

The commissioners returned from lunch at 1:01 p.m.

The next budget workshop was with the Human Resource department and in attendance was Human Resource Director, Mike Savoie, for account 100-17.

The next budget workshop was with the Assessor's department and in attendance was Assessor Sue Leeper, 100-02, 100-26 and 120-00.

Action Item: Executive Director of West Central Mountains Economic Development Council, Lindsey Harris asked the commissioners to submit the final invoices to close out the Idaho Gem Grant. Commissioner Thompson made a motion to approve the submission of final invoices to close out the Idaho Gem Grant. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve submission of final invoices to close out the Idaho Gem Grant. Ms. Harris gave an update on West Central Mountains Economic Development Council.

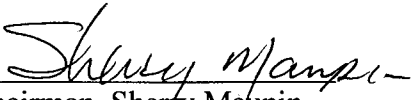
Action Item: Request Larry Beaterman asked the commissioners to approve the waiver insurance for HAM radio at the fairgrounds. Commissioner Thompson made a motion to approve the waiver of insurance for HAM radio use of the fairgrounds. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the waiver insurance for HAM radio at the fairgrounds.

Josh Hurley from Cascade gave public comments to the commissioners in regard to the 4th of July Bull Rider fundraiser. He asked the commissioners to have more clarity on the commissioner's agenda as to who is asking to rent the fairgrounds.

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"- Evaluation. 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(b) at 2:15 pm.

Action Item: Chairman Maupin brought the commissioners out of Executive Session per Idaho Code 74-206 1(b)-evaluation.

The commissioners adjourned at 4:15 p.m.


Chairman, Sherry Maupin

Attest:

Gabrielle Knapp, Clerk

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Tuesday May 26, 2026

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
- 9:00 Commissioner Discussion
Action Items: Meeting Minutes of May 11, 2026
Approve and Sign Cemetery Proposal for Water Rights
- 9:05 **Action Item:** Canvass of the Votes from May 19, 2026, Primary Election – Elections Director, Kierstin Oxford
- 9:10 **Action Item:** Approve Amended Direct Contract – Tyler Idaho – Treasurer, Johanna Defoort
- 9:15 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Robyn Elliott
- 9:20 **Action Items:** Approval for 2026 Firewise Grant Application
Consideration and Approval of New Lowest Responsive Bid Contractor for the East McCall Unit 6 Wildfire Mitigation Fuels Reduction Project
Sign Amendment to East McCall Grant 22WFM-Valley For Budget Adjustment – Fire Mitigation Director, Mara Hlawatschek
- 9:35 **Action Item:** Schafer Subdivision - Final Plat – Planning and Zoning Director, Cynda Herrick
- 9:50 **Action Item:** Discussion and Decision on Posting Packet Documents
- 10:00 **Action Item:** Workshop and Decision on Contract Extension with Lakeshore Disposal
- 11:00 Report Data From Idaho Department of Juvenile Corrections – Alicia Baptiste

- 11:30 Budget Workshop for Fiscal Year 2027-Clerk, Gabby Knapp
100-03 Treasurer – Treasurer, Johanna Defoort
- 11:45 Budget Workshop for Fiscal Year 2027-Clerk, Gabby Knapp
100-06 Coroner – Coroner, Scott Carver
- 12:00 Recess for Lunch
- 1:00 Budget Workshop for Fiscal Year 2027-Clerk, Gabby Knapp
100-17 Human Resources –Director, Mike Savoie
- 1:15 Budget Workshop for Fiscal Year 2027-Clerk, Gabby Knapp
100-02 Assessor’s Office – Assessor, Sue Leeper
100-26 Department of Motor Vehicle – Assessor, Sue Leeper
120-00 Revaluation – Assessor, Sue Leeper
- 1:30 **Action Item:** Request to Submit Final Invoices to Close Out Idaho Gem Grant and
WCMEDC Update – Executive Director of West Central Mountains Economic
Development Council, Lindsey Harris
- 1:50 **Action Item: Request** Waiver of Insurance for HAM Radio Fair Grounds use -Facilities
Director, Terri Kenneda
- 2:00 Opportunity for General Public to Present to Commissioners
- 2:00 **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

COMMISSIONER’S FUTURE MEETING DATE

Monday June 1, 2026