

Valley County Board of County Commissioners

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IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS CASCADE, IDAHO September 8, 2026

PRESENT: **SHERRY MAUPIN (CHAIRMAN)**
 NEAL THOMPSON (COMMISSIONER)
 KATLIN CALDWELL (COMMISSIONER)
 MARIA GUEST (ADMIN ASSISTANT)

Chairman Maupin led the Pledge of Allegiance.

Action Item (1): Chairman Maupin presented the commissioners' agenda for September 8, 2026. With the absence of the Facilities Director, the Facilities Report at 10:45am was cancelled and moved to the next meeting. Commissioner Caldwell made a motion to approve the commissioners' agenda for September 8, 2026, with the cancellation of 10:45am. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' agenda for September 9, 2026, with the cancellation of 10:45am.

Action Items (2): Chairman Maupin presented the commissioners' meeting minutes for August 17, 2026. Commissioner Caldwell made a motion to approve the commissioners' meeting minutes for August 17, 2026. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the commissioners' meeting minutes for August 17, 2026.

Action Item (3): Assessor Sue Leeper presented the Value Cancellation RPM04880040020. Commissioner Thompson made a motion to approve the Value Cancellation RPM04880040020. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the Value Cancellation RPM04880040020.

Action Item (4): Assessor Sue Leeper presented the Value Cancellation RPM0401004003A. Commissioner Caldwell made a motion to approve the Value Cancellation RPM0401004003A. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Value Cancellation RPM0401004003A.

Action Item (5): Commissioner Caldwell made a motion to approve signing the agreement of pathology services between Valley County and Ada County. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve signing the agreement of pathology services between Valley County and Ada County.

Action Item (6): Commissioner Thompson made a motion to approve of signing the revised request for reimbursement of Abstein Bridge. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve of signing the revised request for reimbursement of Abstein Bridge.

Action Item (7): Commissioner Caldwell made a motion to approve and sign Abstein Bridge amendment application. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve and sign Abstein Bridge amendment application.

Action Item (8): Commissioner Thompson made a motion to approve the request to award Dave Stambaugh his duty weapon and badge pursuant to Idaho Code 31-830. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the request to award Dave Stambaugh Duty his weapon and badge pursuant to Idaho Code 31-830.

Action Item (9): Commissioner Caldwell made a motion to approve acceptance of public right-of-way deed - S. Samson Trail. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve acceptance of public right-of-way deed - S. Samson Trail.

Department Reports

- **Public Relations – McKenzie Kraemer**

Summary: Mackenzie Kramer shared that August social media performance was healthy with 116 new followers and a strong 4.9% engagement rate, noting plans to aggregate views across all five county Facebook pages for better tracking. Website traffic in August reached roughly 33,000 views from 12,800 active users—driven heavily by seasonal interest in the fair, assessor, and extension pages—alongside a new tracking metric for AI-referred traffic. Current operational projects include finalizing a department best practices guide by the end of the week, migrating contacts to a new email system that accommodates up to 10,000 subscribers, requesting access to the Firewise and Recreation Facebook pages, and nearing completion on a new Valley County Recreation website that she will host and bill directly to the county.

- **Building Department – Annette Derrick**

Summary: Director Derrick shared that the department remains very busy with a notable increase in activity, having issued 347 calendar-year permits compared to 247 last year, and 422 fiscal-year permits compared to 321 previously. Thanks to additional staff, the department is successfully maintaining a one-week turnaround time for complete permit applications, despite dealing with a few compliance issues involving uninspected concrete pours. Additionally, Derrick noted that they are working through kinks with the new cloud permit system and mobile inspections, managing increased fee income, and planning to propose fee schedule adjustments once the current seasonal rush settles down.

- **Court Services – Dee Dee Phillips**

Summary: Director Phillips shared that the office is facing a busy fall sentencing season with an influx of new misdemeanor clients, right as longtime employee Steve prepares for his October 1st retirement after 25 to 26 years of service. The department is actively hiring to fill the vacancy by the end of October, anticipating a short-staffed transition period where they will manage heavy caseloads and

over 100 to 150 monthly drug tests (about 70% of which are for males), with Steve returning part-time temporarily to help cover drug testing. Additionally, staff are preparing for next week's Idaho Juvenile Justice Association conference.

- **Extension Office-** Melissa Hamilton

Summary: Melissa updated the commissioners on her recent professional development, including the Community Development Institute and a community review design team meeting—alongside local youth initiatives like the Idaho Eco STEM program and a high tunnel built at the Bienvenido Community garden. Looking ahead to the fall, she highlighted the upcoming Farm-to-Table dinner at Payette Homegrown and Baked (which expanded capacity this year), an October "Focus on Main Street" program in collaboration with local leaders and the Department of Commerce, a November creative district hoedown fundraiser at the American Legion, and upcoming pilot entrepreneurial programming for youth and adults in McCall and Cascade. Finally, she reported a successful county fair backed by positive community feedback from a new review survey and noted that the standard extension agreement and updated budget will be presented around October.

- **Human Resources/Risk Management** – Mike Savoie

Summary: Director Savoie reported that September is open enrollment month for employee benefits—allowing changes to health, life, and Aflac insurance through HR Pro—and noted that he will individually contact current participants in the flexible spending account (FSA) program, which offers pre-tax savings but carries a use-it-or-lose-it risk for unspent funds. He also highlighted Idaho's unique medical savings account option for state tax savings and reviewed current county job openings, which include positions for 911 dispatchers, road maintenance technicians, an adult misdemeanor probation officer, a deputy coroner, a DMV specialist, a facilities technician, and a mechanic. Finally, he previewed upcoming discussions scheduled for later in the day regarding new FY27 positions, staff pay raise recommendations, and a new county compensation policy.

- **Information Technology** – Jeremy Wilcox

Summary: Director Wilcox reported that he is primarily waiting for the new fiscal year to roll over so he can kick off projects like assisting the sheriff's office with new radios and providing storage for the prosecutor's office, while also noting that he needs to coordinate with staff to complete pending training classes that had an end-of-August deadline. Additionally, he discussed the status of the audiovisual upgrades in the meeting room, explaining that a full overhaul was removed from the Capital Improvement Plan (CIP) due to cost, but agreed to explore a more modest, piecemeal approach—such as consulting a technician to adjust existing mics and audio levels—to ensure reliable legal recording and public broadcasting.

- **Planning and Zoning-** Director Cynda Herrick was away at a Conference so no report was given for Planning and Zoning.

- **Parks and Recreation-** Dave Bingaman

Summary: Director Bingaman reported that the Boulder parking lot project is complete and looks great, while contracts are being finalized for upgrades at the Wellington campground, which will add a group site and an ADA site. He also discussed preparations for winter grooming around Warm Lake—highlighting significant challenges with the newly designated OSV route along Johnson Creek and noting they will coordinate with Perpetual and the Forest Service on alternative solutions. Additionally, he mentioned the final meeting of the newly founded summer recreation forum featuring a presentation from the Wood River Trail Alliance, addressed ongoing efforts to streamline a standalone recreation department website for easier updates, and presented an action item for a new

clearing and grading contract for the Francine Wallace parking lot, which will provide a new one-acre space for long-term and overnight parking.

Action Item (10): Commissioner Thompson made a motion to approve a contract for the Francis Wallace Parking Lot Expansion. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve a contract for the Francis Wallace Parking Lot Expansion.

Action Item (11): Commissioner Thompson made a motion to approve of appointing Paul McCloskey to be a new member of the Rec Advisory Council. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve of appointing Paul McCloskey to be a new member of the Rec Advisory Council

Discuss: Road Research Project with Historical Research Associates
Director Bingaman has been working on the map and the cost of the project, but it all depends on the budget. He also mentioned that the price would go up after December.

- **Wildfire Mitigation Program – Mara Hlawatschek**

Summary: Director Hlawatschek provided an update on ongoing wildfire mitigation efforts, highlighting that the Firewise grant program successfully awarded 44 out of 69 applications to accomplish roughly 69 acres of treatment using \$50,000 in Title III funding matched 50-50 by landowners. Other key updates included the expansion of the wildfire education library with recent home ignition zone presentations, preparations for the Valley County Fire Working Group fall meeting in late October, and preliminary work on developing a county wildfire strategic plan to prioritize future mitigation and building materials standards. Additionally, the speaker noted an upcoming grant amendment for an extra \$6,500 from the Idaho Department of Lands to cover five more acres in East McCall, a joint Community Wildlife Defense Grant application ranging from \$2 million to \$5 million being planned with Adams County to target West Mountain and major ski areas like Tamarack, and an upcoming presentation in November showcasing parcel maps and before-and-after photos of completed projects.

Action Item (12): Commissioner Thompson made a motion to sign the contractor agreement for East Mtn 25IRAP-Valley unit 1-Rad Mulching for \$115,997. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to sign the contractor agreement for East Mtn 25IRAP-Valley unit 1-Rad Mulching for \$115,997.

Action Item (13): Commissioner Thompson made a motion to sign contractor agreement for East Mtn 25IRAP-Valley unit 2-Rad Mulching for \$202,157. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to sign contractor agreement for East Mtn 25IRAP-Valley unit 2-Rad Mulching for \$202,157.

Action Item (14): Commissioner Thompson made a motion to sign contractor agreement for East Mtn 25IRAP-Valley unit 3-Rad Mulching for \$57,426. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to sign contractor agreement for East Mtn 25IRAP-Valley unit 3-Rad Mulching for \$57,426.

Ignite Family Idaho Resource Center

Summary: Tracy Jamieson from Ignite Family Resources Center updated the board on the facility's operations and the lease agreement. She reported that a new senior center board has been established—featuring community leaders such as Shauna Arnold and representatives from Cascade Medical Center—and

announced that Meals on Wheels will begin serving lunch at the center starting September 14, alongside planned activities like painting, yoga, and senior programming through Central District Health and Aging Strong. The commissioners discussed updating the lease to reflect Tracy's oversight of the entire facility (removing the previous senior center sub-lease requirement) while maintaining standard terms like utility and maintenance responsibilities, and advised Tracy that past annual funding must now be pursued through the county's new community grant application process.

Discussion/Action Item (15): No action was taken. An updated version of the lease agreement will be drafted to reflect changes.

Action Item (16): No action was taken. An updated Memorandum of Understanding (MOU) will be drafted to contain the names of the board members and insurance policy information.

Department Report: Facilities and Solid Waste – Director Kenneda was out of the office, so there was no report given.

Enforcement of the trash hauling ordinance.

Summary: Commissioner Caldwell recused herself from the discussion due to personal connection to the person that brought the matter up for discussion. The commissioners resumed the discussion by stating that a public hearing is needed to hear from the community and to streamline the policy. However, until then the current ordinance will be followed.

West Central Mountain Economic Development Council's work plan for 2027

Summary: During the September 8th meeting, Lindsey Harris provided an update on the Economic Development Council's recent activities, highlighting a busy spring focused on events, business outreach, and site visits, followed by a summer dedicated to project development, technical support, and upcoming programming. Key initiatives include finalizing the Cascade geothermal workforce plan, advancing the Boise State resilience implementation project, securing the fiscal year 2027 rural economic development grant, planning the upcoming November 12th economic summit at Elk Creek, and overhauling the organization's website to feature a new small business resource portal. Board members commended Harris for her invaluable role as a regional connector and facilitator across multiple boards and collaborative projects, while also discussing local infrastructure needs, potential future event spaces at the fairgrounds, and strategies for supporting regional small businesses and workforce development.

Action Item (17): Commissioner Cadwell made a motion to sign FY27 ED Pro Agreement. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to sign FY27 ED Pro Agreement.

Action Item (18): Commissioner Cadwell made a motion to approve and sign authorization and reimbursements for WCMEDC and Idaho Department of Commerce. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve and sign authorization and reimbursements for WCMEDC and Idaho Department of Commerce.

Department Report: Road and Bridge

Summary: John Stevenson presented on behalf of Director Dettrich. John provided a road department operations update to the board, detailing that back county blade crews finished their work last week and are transitioning to brushing and south work. The department is actively running its patching program, addressing soft spots on problem roads, arranging striping for West Roseberry, and monitoring the delayed Abstein bridge project while working through ongoing staffing shortages that currently leave them four positions

short. Officials also discussed reviewing budget and position details upon Kirsten's return, locating historical maintenance agreements with the Boise National Forest regarding the South Fork Road, and coordinating upcoming maintenance efforts.

The Commissioners recessed for lunch at 11:49 pm

The Commissioners returned from lunch at 1:00 pm

Action Item (19): Clerk, Gabby Knapp presented Resolution 26-17, a resolution adopting the ensuing Fiscal Year 2027 budget for Valley County. Commissioner Caldwell made a motion to approve Resolution 26-17, a resolution adopting the ensuing Fiscal Year 2027 Budget for Valley County. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve Resolution 26-17, a resolution adopting the ensuing Fiscal Year 2027 Budget for Valley County.

Action Items (20): HR Director, Mike Savoie presented the Fiscal Year 2027 Pay Range Chart. Commissioner Thompson made a motion to approve the Fiscal Year 2027 Pay Range Chart. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the Fiscal Year 2027 Pay Range Chart.

Action Items (21): HR Director, Mike Savoie presented the Fiscal Year 2027 Sheriff Ranges Chart. Commissioner Caldwell made a motion to approve the Fiscal Year 2027 Sheriff Ranges Chart. Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Fiscal Year 2027 Sheriff Ranges Chart.

Action Items (22): HR Director, Mike Savoie presented the creation of new positions for Fiscal Year 2027. Commissioner Thompson made a motion to approve Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the creation of new positions for Fiscal Year 2027.

Action Items (23): HR Director, Mike Savoie presented the county employee salary increases for Fiscal Year 2027. Commissioner Thompson made a motion to approve the county employee salary increases for Fiscal Year 2027 Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the county employee salary increases for Fiscal Year 2027.

Action Items (24): HR Director, Mike Savoie presented the adoption of the county's updated Compensation Policy. Commissioner Thompson made a motion to approve presented the adoption of the county's updated Compensation Policy. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve presented the adoption of the county's updated Compensation Policy.

Action Item (25): Follow up Community Infrastructure District (CID) workshop and decide on retaining outside counsel. No action was taken.

Summary: During the meeting follow-up on Community Infrastructure Districts (CIDs), commissioners discussed background research gathered from Ada County and the City of Eagle regarding existing CIDs like Avimor, Valnova, and Harris Ranch. While administrative burdens on county staff and meeting time commitments appear minimal—largely managed by a single specialist in the state, Ann Wescott—commissioners and the treasurer emphasized significant caution because this would be the first CID proposal in Idaho located outside an incorporated city or city impact area. The board agreed that outside legal counsel

with specialized expertise must be retained at the developer's expense once an official application is submitted, a step currently required before any further action or formal public hearings can proceed.

Discuss/Action Item (26): Draft Policy on Publishing Commissioner's Packet

Summary: Commissioners reviewed the legal counsel's recommended changes and track changes for the draft policy on publishing commissioner packets, noting that the policy is designed to streamline public access and reduce routine public records requests by aligning redaction procedures directly with the public records statute. The discussion highlighted the importance of notifying citizens that submitted materials and emails generally become part of the public online packet, though certain exceptions apply—such as personal contact details for individuals submitting building permits or licenses. To ensure consistency across county departments, the board ultimately decided to postpone formal adoption until they can coordinate with Planning and Zoning Director Cynda to make sure both department policies match.

Action Item (27): Delegation of Authority forms for Managers and Officials were postponed to another meeting to give the department heads time to submit their delegation request with a brief explanation for the amount. No action was taken.

Community Impact Grantee Cascade Aquatic Center Update by Shay Holmes

Summary: Shay Holmes reported on the Cascade Aquatic Center's community impact grant, which was used to purchase two new commercial-grade AED machines for \$4,239 (coming in under the requested \$4,500 county grant) to upgrade safety standards for over 2,200 active members, more than a third of whom are seniors. Because the facility operates 24 hours a day and its original residential-grade AED was vulnerable to moisture near the pool, the new units were strategically placed by the pool and the gym for after-hours access, while the older device was repurposed for upstairs fitness classes. Holmes also noted that a nonprofit discount left a small surplus of funds, which the board indicated should likely be returned to the county grant pool.

Action Items (28): Owner Michael Martin presented his request to combine 3 Parcels: # RP00576003123A, #RP00705020120A and #RP00705020121A. The Commissioners listened and were delighted to have him present to them. Martin was advised to continue the process with Planning and Zoning. No action was taken.

Opportunity for General Public to Present to Commissioners: No comments

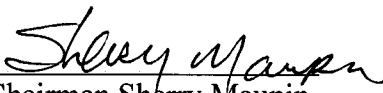
Entered Executive Session at 2:48 pm

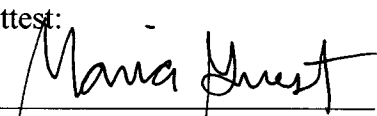
Action Item (29): Executive Session per Idaho Code 74-206 1(b) "To consider the evaluation, dismissal or discipline of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student"- Evaluation

Exited Executive Session at 4:30 pm

Action Item (29): Evaluation - No action was taken

The Commissioners adjourned the meeting at 4:30 pm


Chairman Sherry Maupin

Attest:

Maria Guest, Admin Assistant

Valley County Board of County Commissioners

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Tuesday September 8, 2026

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Admin, Maria Guest(mguest@valleycountyid.gov) 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 (1):** Call to Order – Pledge of Allegiance – Approve Agenda

9:05 Commissioner Discussion

Action Item (2): Meeting Minutes of August 17, 2026

Action Item (3): Value Cancellation RPM04880040020 – Director Leeper

Action Item (4): Value Cancellation RPM0401004003A – Director Leeper

Action Item (5): Sign Agreement for pathology services between Valley County and Ada County – Coroner Scott Carver

Action Item (6): Sign a Revised Request for Reimbursement for Abstein Bridge -Grant Writer Ken Schlegel

Action Item (7): Approve and sign Abstein Bridge Amendment Application - Grant Writer Ken Shlegel

Action Item (8): Request to Award Dave Stambaugh Duty Weapon and Badge pursuant to Idaho Code 31-830

Action Item (9): Acceptance of Public Right-of-way Deed - S. Samson Trail

9:10 **Department Head Reports**

Public Relations - McKenzie Kraemer

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 (10): Approve a Contract for the Francis Wallace Parking Lot Expansion

Action Item (11): Appoint a new member to our Rec Advisory Council

Discuss: Road Research Project with Historical Research Associates

Wildfire Mitigation Program – Mara Hlawatschek

Action Item (12): Sign Contractor agreement for East Mtn 25IRAP-Valley unit 1-Rad Mulching for \$115,997

Action Item (13): Sign Contractor agreement for East Mtn 25IRAP-Valley unit 2 Road Mulching for \$202,157

Action Item (14): Sign Contractor agreement for East Mtn 25IRAP-Valley unit 3-Rad Mulching for \$57,426

10:30 Ignite Family Idaho Resource Center Presented by Traci Jamieson

Discussion/Action Item (15): Update Existing Lease Agreement

Action Item (16): Update Memorandum of Understanding (MOU)

10:45 Facilities and Solid Waste – Director Kenneda

11:00 **Discussion** on the enforcement of the trash hauling ordinance

11:15 Presented by Lindsey Harris

Updates on the West Central Mountain Economic Development Council's work plan for 2027

Action Item (17): Sign FY27 ED Pro Agreement - Lindsey Harris

Action Item (18): Approve and Sign Authorization and Reimbursements for WCMEDC and Idaho Department of Commerce – Lindsey Harris and Grant Writer Ken Schlegel

11:30 Road and Bridge – Director Dettrich

12:00 Recess for Lunch

1:00 **Action Item (19):** Approve Resolution 26-17 Resolution Adopting the Ensuing Fiscal Year 2027 Budget for Valley County – Clerk, Gabby Knapp

1:00 Presented by Mike Savoie

Action Items (20): Approve Fiscal Year 2027 Range Chart – HR Director, Mike Savoie

Action Items (21): Approve Fiscal Year 2027 Sheriff Ranges Chart

Action Items (22): Approval of Creation of New Positions for Fiscal Year 2027 - HR Director, Mike Savoie

Action Items (23): Approval of County Employee Salary Increases for Fiscal Year 2027– HR Director, Mike Savoie

1:30 **Action Items (24):** Adoption of the County's Updated Compensation Policy – HR Director Mike Savoie

1:45 **Action Item (25):** Follow up Community Infrastructure District (CID) workshop and decide on retaining outside counsel

- 2:00 **Discuss/Action Item (26):** Draft Policy on Publishing Commissioner's Packet
- 2:15 **Action Item (27):** Delegation of Authority forms for Managers and Officials
- 2:30 Community Impact Grantee Cascade Aquatic Center Update by Shay Holmes
- 2:45 **Action Items (28):** Request to combine 3 Parcels: # RP00576003123A, #RP00705020120A and #RP00705020121A - Owner Michael Martin
- 3:00 Opportunity for General Public to Present to Commissioners
- 3:00 **Action Item (29):** 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 September 14, 2026