Valley County Board of County Commissioners

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

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

Note: For training purposes Commissioner Thompson will be Acting Chairman for the month of October and Commissioner Caldwell will be Acting Chairman for November. Chairman Maupin will take the lead again in December.

Acting Chairman Thompson led the Pledge of Allegiance.

Action Item (1): Acting Chairman Thompson presented today's agenda, October 5, 2026. Commissioner Caldwell made a motion to amend the agenda by removing Action Item 15 and adding McCall Service Contract to Action Item 8 and approve today's agenda, October 5, 2026, with the changes. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the removal of Action Item 15 and add McCall Service Contract to Action Item 8 and approve today's agenda, October 5, 2026, with the changes.

Action Items (2): Acting Chairman Thompson presented the meeting minutes of September 14, 2026. Chairman Maupin made a motion to approve the meeting minutes of September 14, 2026. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the meeting minutes of September 14, 2026.

Action Item (3): Commissioner Caldwell made a motion to sign the Jail in House Dental Agreement. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to sign the Jail in House Dental Agreement.

Department Reports

- **Building Department** – Director Annette Derrick
  Summary: Director Annette gave her department report noting an increase in figures from 362 last fiscal year to 487 this year. She reviewed permit fees totaling $680,116 and discussed impact fees, noting that the Donnelly area—driven largely by activity around Tamarack—has significantly higher impact fees than other areas. Additionally, Annette touched on mixed conditions among builders and contractors, the strong performance and busyness of the department with permits and inspections, upcoming weather changes, and ongoing work on employee evaluations.

- **Court Services** – Director Dee Dee Phillips
  Summary: Director Phillips highlighted Nikki's recent promotion to a POST-certified instructor for high-risk content and intermediate probation officer and noted a brief juvenile detention placement used as a non-compliance reminder. She announced plans to research establishing a local specialty DUI court as a winter project and warned that the Supreme Court will discontinue software support for misdemeanor probation and pre-trial services next year, requiring counties to collaborate on alternative case management solutions. Additionally, she reported a successful probation review, the upcoming October 20th hire of Amanda from Boise County to fill Steve's vacancy (with Molly taking over his office and caseload to expand the community service program), Phillips attending the National Assessment Center symposium in Memphis, savings and revenue generation of around $10,000 through grants and drug testing fees, and Tracy receiving a national award.

- **UofI Extension Office**- Director Melissa Hamilton
  Summary: Director Hamilton reported on recent and upcoming 4-H activities, including a recognition night, the 4-H leads teen conference supported by Allison in Twin Falls, and an upcoming 4-H in-service in Twin Falls that will close the office from Monday through Wednesday with staff receiving holiday pay. She shared details on the free little art gallery program highlighting local talent (featuring Rachel Morton in McCall and Gracie Huckabee in Cascade, with the next one scheduled for November 6 in Donnelly with Lona Jensen) and a three-part youth entrepreneurship pilot series conducted in partnership with the Horizons group and the McCall Arts and Humanities Council. Additionally, Hamilton noted that staff are currently working on annual reporting for the university extension campus, requested approval for a future signature on the standard extension agreement, requested that the extension office be closed on the Friday after Thanksgiving, and offered to provide monthly written summaries in addition to verbal updates.

- **Human Resources/Risk Management** – Director Mike Savoie
  Summary: Director Savoie reported that the county currently has 163 employees on payroll following the recent onboarding of a facilities technician, with active recruitments

underway for 911 dispatchers, road maintenance technicians, mechanics, a deputy coroner, a deputy criminal prosecutor (to replace Monica Friedlander, who is leaving at the end of the month), and an assessor's office DMV clerk. He announced the successful conclusion of annual open enrollment and cybersecurity training and highlighted upcoming PERSI retirement training modules and portal tutorials scheduled for next month at the EOCC training room. Additionally, Director Savoie noted that the county's new compensation policy was successfully implemented on October 1st, the strategic planning committee is meeting this week to discuss a draft probation period policy for new employees, and work is officially beginning on rewriting the employee handbook with a targeted draft completion time of January or February.

- **Information Technology** – Director Jeremy Wilcox
  Summary: Information Technology Director Jeremy Wilcox reported that things are relatively slow as they transition into the new fiscal year, allowing him to focus on catching up with pushed-aside projects like network reconfigurations and assisting the jail with moving equipment for their upcoming body scanner and medical space reconfigurations. He is also involved in planning network port and wiring layouts for the new DMV space downstairs. Addressing ongoing call quality issues and static in the planning and zoning building, Wilcox noted that IT is actively troubleshooting the problem with Ziply. Finally, Wilcox provided an update on regional fiber expansion, noting that conduit work is underway with fiber expected to be blown through by next summer, which will introduce future competition and potential options for the county.

- **Planning and Zoning** -Director Cynda Herrick
  Summary: Director Herrick touched briefly on the ongoing election sign season and complaints regarding rights-of-way before focusing on takeaways from her recent month of conferences, including a joint planning conference in Dillon, Montana, a floodplain conference in Boise, and a county commissioners conference. She shared insights on potential future planning concepts such as wildlife and wildfire overlays, affordable and attainable housing strategies (including pre-engineered ADU plans and potential pre-approval trends from the legislature), floodplain management and bridge documentation, public information forms, new trespass laws, and performance-based zone versus prohibitive use tables. Additionally, she noted a new July 1st rule requiring data centers to connect to central services, wrapped up her heavy conference travel schedule, and brought up an enforcement issue regarding a building permit applicant whose variance has expired past the five-year ordinance limit.

- **Parks and Recreation**- Director Dave Bingaman
  Summary: Director Bingaman provided regarding preparations for the upcoming grooming season, noting that most groomers are returning and a new machine from the Idaho Department of Parks and Recreation (IDPR) is anticipated to replace the old cat, while upcoming meetings with the Forest Service will address winter trail routing around Johnson Creek and Yellow Pine. Campground operations at Horse Thief Reservoir were discussed, highlighting that most loops are closed for the season except for Timber Bay and the Kings Point boat ramp loop to accommodate ongoing renovations, with overall revenue impacted earlier by summer water advisories and smoke. Additionally, progress

on local pathway projects—such as the Samson Trail and Northwest Passage connections—was reviewed, along with upcoming grant application deadlines requiring 5 to 10 percent matching funds, an approaching roadless rule comment deadline, and a potential partnership with the Idaho Recreation Council to promote adventure motorcycle and OHV routes.

Action Item (4): Chairman Maupin made a motion to approve signing the contract for gravel and hauling on the Francis Wallace parking lot expansion. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve signing the contract for gravel and hauling on the Francis Wallace parking lot expansion.

Action Item (5): Chairman Maupin made a motion to approve signing the cancellation letter for IDL leases on parcels E & L. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve the signing of the cancellation letter for IDL leases on parcels E & L.

Action Item (6): Commissioner Caldwell made a motion to approve the signing of the Wellington Project. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the signing of the Wellington Project.

- **Wildfire Mitigation Program** – Director Mara Hlawatschek was out of the office, so no report was given

Entered Executive Session at 10:34 am

Action Item (7): 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 application Case number 26-KT1119.

Exited Executive Session at 10:41am

Chairman Maupin made a motion to approve $1,010 for Action item 7 Indigent case number 26-KT1119 as discussed. Commissioner Caldwell seconded the motion. No further discussion, all in favor. Motion passed to approve $1,010 for **Action item (7)** Indigent case number 26-KT1119 as discussed.

- **Buildings and Grounds / Solid Waste** – Director Terri Kenneda
  Summary: Director Kenneda reported that fruit trees and berry bushes were donated by Melissa from U of I and Mad Fox Farms. The trees will be planted near the canal by the

old road department building to serve as a community picking spot, maintained through Melissa's master pruning classes. Additionally, Director Kenneda talked about addressing a mysterious four-foot accumulation of fresh water in the scale house crawl space, scheduling the grinding of woody debris for Tamarack, and reviewing potential timber harvest value on county landfill property. She also discussed the ongoing design and drawing phase for the new downstairs DMV, a lingering storage trailer awaiting clerk office cleanout and road department auction, and the onboarding of a new facility technician with wastewater management expertise.

Action Item (8): Commissioner Caldwell presented the recommendations of the Valley County Community Impact Grant Advisory Committee and to sign the FY2027 contracts, including the McPaws service contract. Chairman Maupin made a motion to approve the Valley County Community Impact Grant Advisory Committee and to sign the FY2027 contracts, including the McPaws service contract. Acting Chairman Commissioner Thompson seconded the motion. No further discussion, all in favor. Motion passed to approve the Valley County Community Impact Grant Advisory Committee and to sign the FY2027 contracts, including the McPaws service contract.

The List of Valley County Community Impact Grant Awardees:

Name	Awarded	Purpose
Treasure Valley Transit	$ 43,120.00	Public transportation
Ignite Idaho	$ 39,680.00	Resource center operations and services
Rise Up 2 Thrive	$ 25,000.00	Counseling and crisis support
Cascade Rural Fire	$ 6,280.00	Avalanche rescue supplies
McCall Fire Protection District	$ 5,000.00	Protective equipment
McCall Senior Citizens, Inc.	$ 15,000.00	Operating support
Cascade School District	$ 3,450.00	Cascade after school program
West Central Mountains Youth Advocacy Coalition	$ 20,000.00	Drug/alcohol prevention and mental wellness
Cascade Food Pantry	$ 6,000.00	Repair planter boxes, irrigation and supplies
Cascade Planet Youth/Horizons	$ 10,000.00	After school programs
MCPAWS Animal Shelter	$ 25,000.00	Animal shelter operations

- **Road & Bridge** – Director Kerstin Dettrich
  Summary: Director Dettrich provided several road work updates, highlighting that Idaho Power is clearing rights-of-way on Old State Highway/Road, and the Abstein Bridge was successfully set in one piece ahead of the High Mountain Triathlon, with a tentative project completion date around late October. Additional work includes shoulder cleanup on Lick Creek and East Side Drive, patching on Clear Creek and West Mountain, grading on Nisula and Smiley, and painting striping on Warm Lake Highway and West Roseberry. Finally, addressing public complaints regarding heavy commercial hauling near gravel pits. She clarified that the road department acts as an operator rather than a regulatory or enforcement agency; consequently, citizens with concerns should direct

their inquiries to the county planning department or the Idaho Transportation Department (ITD) Port of Entry, which regulates commercial size and weight.

Action Item (9): Director Dettrich presented the Road Department Funding Communications Plan & Consultant, but the Commissioners needed more information so she will present it with more information on the next meeting. No action was taken.

Action Item (10): Commissioner Caldwell made a motion to approve the release of Road Presentation to neighboring jurisdictions for city council presentations. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the release of Road Presentation to neighboring jurisdictions for city council presentations.

The Commissioners recessed for lunch at 12:01 pm

The Commissioners returned from lunch at 1:00 pm

Update on Commissioners Boards

Chairman Sherry Maupin

Summary: Chairman Maupin provided a comprehensive county update covering several key areas, including a valuable Idaho Economic Development Association (IETA) meeting focused on funding mechanisms and community impact, an upcoming EDC recreation and tourism summit at Elk Creek, and ongoing transitions and success stories within the housing trust. Additional updates included the finalization of the all-hazard mitigation plan, progress on Firewise ordinances for WUI areas, a review of the governor-appointed roadless rules commission and Idaho County's reclassification request, and the recent appointment of a new regional magistrate judge.

Commissioner Katlin Caldwell

Summary: Commissioner Caldwell reported on their attendance at the well-attended Idaho Association of Counties annual conference, noting participation in committee meetings and legislative priorities, alongside updates on local forest coalitions and upcoming virtual health district meetings. Additional updates included discussions on federal Secure Rural Schools (SRS) funding efforts, ongoing infrastructure and fiscal challenges regarding the South Lake Sewer project, regular meetings for the solid waste RFP with a December target date, and the upcoming presentation of the final Valley County Fairgrounds master plan.

Acting Chairman Neal Thompson

Summary: Acting Chairman Thompson shared insights from a productive BAC meeting, which featured a presentation by Randy Fox regarding an ongoing United Payette land trade with the Forest Service and emphasized the vital need to secure long-term recreation leases and update the county's snowmobile route ordinance. Additional updates included a presentation from the McCall Hikers Club, plans for an upcoming contested public meeting with the waterways committee, an impending meeting with the fair board to review a new MOU and clarify responsibilities regarding county property, and

legislative proposals from the IAC intergovernmental and justice committees concerning state inmate reimbursement costs.

Public Hearing/Action Item (11): P&Z Director Herrick presented the applicant's request to postpone VAR 26-005 Poulsen setback variance indefinitely. Commissioner Caldwell made a motion to approve the request to table VAR 26-005 Poulsen setback variance indefinitely. Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the request to table VAR 26-005 Poulsen setback variance indefinitely.

No comments from the public.

Action Item (12): Commissioner Caldwell made a motion to approve the final plat for Gold Fork River Ranch Subdivision Phase 1

- Acknowledge the sanitary restrictions are satisfied. Validate Gold Fork Loop as a private road that will be listed in the official road name list and on the official road maps.
- Accept the warranty deed for Costello Road and Davis Creek Lane right way dedication acres
- Acknowledge the approval letter for reclamation plan application S502953.
- Acknowledge the Donnelly rule fire protection district letter final plat letter dated May 11th, 2026 and agreed that building permits will not be issued until dry and wet hydrant systems are approved.
- Acknowledge the approval by the Valley County Wildfire Mitigation director's approval of the wildland urban interface fire protection plan.
- Accept the owner's declaration of a private road for Gold Fork River Ranch subdivision. Accept the declaration of utilities for Gold Fork River Ranch subdivision.
- Accept the master declaration of covenants, conditions, and restrictions for Gold Fork River Ranch. Accept the architectural design guidelines for Gold Fork River Ranch.
- Acknowledge the articles of incorporation and authorize the chairman to sign the final plat. This motion is made with the understanding that Gold Fork Loop is a private road and Valley County has no responsibility there too. That building permits will not be issued until the Donley Fire Protection District tests and approved the wet and dry hydrants, and the board of county commissioners can set the level of service for any public road

Chairman Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the aforementioned motion.

Action Item (13): Commissioner Caldwell made a motion to approve Newton Subdivision Development Agreement with the change in exhibit C to six lots. Chairman Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve Newton Subdivision Development Agreement with the change in exhibit C to six lots.

Opportunity for General Public to Present to Commissioners

No public comment

Entered Executive Session at 1:51 pm

Action Item (14): 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

Exited Executive Session at 2:15 pm

No action was taken for Action Item (14) Evaluation.

Action Item (15): 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.
This action item was cancelled in the beginning of the meeting during agenda approval.

The Commissioners adjourned the meeting at 2:15 pm

Acting Chairman Neal Thompson

Attest:

Admin Assistant Maria Guest

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VALLEY COUNTY COMMISSIONERS
MEETING AGENDA
Monday, October 5, 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

9:00 Commissioner Discussion

Action Items (2): Meeting Minutes of September 14, 2026
Action Item (3): Sign Jail in House Dental – Jason Piccola

9:05 **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 (4): Sign Contract for Gravel and Hauling on the Francis Wallace Parking Lot expansion
Action Item (5): Sign Cancellation Letter for IDL Leases on Parcels E & L
Action Item (6): Approve and Sign Wellington Project

Wildfire Mitigation Program – Mara Hlawatschek

10:30 **Action Item (7):** 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 application.

10:45 Buildings and Grounds / Solid Waste- Terri Kenneda

11:00 **Action Item (8)**: Approve recommendations of the Valley County Community Impact Grant Advisory Committee and sign FY2027 contracts

11:15 Break

11:30 Road & Bridge - Kerstin Dettrich
Action Item (9): Road Department Funding Communications Plan & Consultant Contract
Action Item (10): Release of Road Presentation to neighboring jurisdictions for city council presentations

12:00 Recess for Lunch

1:00 Update on Commissioners Boards

1:30 Presented by Director Cynda Herrick
Public Hearing/Action Item (11): VAR 26-005 Poulsen Setback Variance
Action Item (12): Gold Fork River Ranch Subdivision Phase 1 - Final Plat
Action Item (13): Newton Subdivision - Development Agreement

2:15 Opportunity for General Public to Present to Commissioners

2:15 **Action Item (14):** 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

2:45 **Action Item (15):** 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
Wednesday, October 14, 2026