

SEPTEMBER 2025 TERM
CALDWELL, IDAHO SEPTEMBER 2, 2025

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Capitol Bar to be used 9/3/25; 9/6/25; 9/13/25
- Lost Grove Brewing to be used 9/12/25

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Blake Whitney, CCSO
- Denise Trovao Steuer, CCSO
- Garrett Allen Mowbray, CCSO
- Garrett Ray Prochaska, CCSO
- Muamer Hasanovic, CCSO
- John William Kidder, CCSO
- Hunter Zimmerman, CCSO
- Drake Neiderer, CCSO

Meeting with County Attorneys for a Legal Staff Update and to Consider Action Items:

- Action Item: Consider Interpreter Agreements with Saijai T. Choy, Apantree Puratep, Benjawan Terlecky, Elsadig HagelAgib, Jaber Al Ayid, Jan Pendzich, Jiraanong Manceau, and Piangjai Cefkin
- Action Item: Consider Computer Arts, Inc./Harris Master Agreement Software & Support License
- Action Item: Consider Notice of Intent to Award Contract for the Pond Lane Detention Facility Construction Project
- Action Item: Consider a resolution granting a levy certification extension to twelve (12) school districts
- Action Item: Consider the L2 forms for Canyon County, Canyon County Pest Control, and Melba Gopher

Action Item: Consider the Treasurer's tax charge adjustments by PIN for July 2025

Public Hearing to consider a Comprehensive Plan Text Amendment - Impact Fees; Case no. OR2025-0003

Action Item: The Board will consider whether to approve or deny the request

SEPTEMBER 2025 TERM
CALDWELL, IDAHO SEPTEMBER 3, 2025

No meetings were held this day.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Diana Hoffman, BOCC
- Tracy Stoff, Prosecutor's Office
- Delia Hanes, Prosecutor's Office

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 4, 2025

Meeting with County Attorneys for a Legal Staff Update and Consider an Action Item:

- Action Item: Consider DSD Collection Services Agreement with Bonneville Collections

DSD General Business

Action Item: Consider a resolution approving changes to the job title, and job description of one (1) position in the Human Resources department

Action Item: Consider a resolution granting a new alcoholic beverage license to Boise Fry Company

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 5, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 8, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 9, 2025

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permits for:

- Boise Bubbly & Taps to be used on 9/13/25
- Capitol Bar to be used on 9/27/25
- Indian Creek Steakhouse LLC to be used on 9/14/25
- Double Diamond to be used on 9/19/25

- R Bar to be used on 9/13/25
- Brown Beard Brewing to be used on 9/13/25
- O'Michaels Pub & Grill to be used on 9/28/25
- Grant's Grill to be used on 9/27/25

APPROVED COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a vehicle authorization form for Rachael Beierle

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Sebastian D. Griffin, Prosecutor's Office
- Jess Willi Varner, CCSO
- Pamala Black, Elections
- Trina Harrell, Elections
- Jason Hackney, DSD
- Michaela Martinez, Misdemeanor Probation

Meeting with county attorneys for a legal staff update and to consider action items

- Action Item: Consider Independent Contractor Agreement for Court Appointed Counsel with Advanced Legal Planning, PLLC
- Action item: Consider a Resolution Classifying Records of the Juvenile Probation Department and Authorizing the Destruction of Certain Records
- Action item: Consider Gem County Juvenile Detention Housing Agreement
- Action Item: Consider Summit Food Service Southwest Idaho Juvenile Detention Center Food Service & Commissary Agreement FY 2026 Renewal No. 2 & Amendment
- Action item: Consider Linebarger Addendum 1 - Concurrent Representation
- Action item: Consider Tenex Precinct Central Electronic Poll Book Contract
- Action Item: Consider a Resolution Classifying Records of the Canyon County Clerk and Authorizing the Destruction of Certain Records
- Action Item: Consider License Agreement with Clean Earth Environmental and Global Spectrum, LP
- Action Item: Consider MOU Regarding Sheriff's Unemployed Inmate Work Release Program

Meeting to consider action items:

- Consider a resolution granting a refund to Tom or Courtney Clements, represented by Codi Lee; Case no. AD2025-0091
- Consider a resolution granting a refund to Rose Oviedo/Manuel Martinez; Case no. RD2025-0013

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 10, 2025

COMMUTER VEHICLE AUTHORIZATION FORM

The Board signed a commuter authorization form for John Kidder

Meeting to consider matters related to County Assistance

- Action item: Consider approval/denial of decisions and signing of liens

Meeting to consider action items:

- Action Item: Consider a resolution to vacate the portion of the 20-foot fire access easement located in Lot 10, Block 1, Castleton Place Subdivision; Case no. VAC2024-0001
- Action Item: Consider signing FCOs, Development Agreement, and Ordinance for case no. RZ2022-0012 - Tillman Ridge
- Action Item: Consider the final plat for Sunset View Subdivision; Case no. SD2023-0001

Meeting with Hartwell Corporation to discuss the 2025/2026 Renewal Terms

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 11, 2025

Meeting with county attorneys for a legal staff update and to consider action items

- Action Item: Consider Forte Service Support Agreement Renewal
- Action Item: Consider Carbon Solutions Northwest LLC Consulting Agreement

DSD General Business

Action Item: Consider FCOs, resolution, ordinance and development agreement for Van Slyke Farms, Inc.; Case nos. OR2021-0012 and RZ2021-0027-CR

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 12, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 15, 2025

A majority of the Board attended the Idaho Association of Counties conference

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- The Black Cow Café to be used on 9/17/25

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 16, 2025

A majority of the Board attended the Idaho Association of Counties conference

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 17, 2025

A majority of the Board attended the Idaho Association of Counties conference

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 18, 2025

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Uppercuts Barber Shop to be used 09/21/2025
- Buhl Trouts Saloon DBA Trouts Saloon to be used 10/04/2025
- Raising Our Bar LLC DBA Raising Our Bar to be used 10/01/2025; 10/03/2025; 10/04/2025; 10/05/2025; 10/09/2025; 10/10/2025; 10/11/2025; 10/12/2025; 10/16/2025; 10/17/2025; 10/19/2025; 10/25/2025
- New Empire LLC DBA The Blue Eye to be used 09/19/2025
- County Line Wine Company to be used 10/04/2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Roger E. Craig, Assessor's Office
- Angela Terry, CCSO
- Trent Cluck, IT
- Julio Ortega, IT
- Ryan Cronrath, IT
- Michael Chamberlain, CCSO
- Jacob McFaul, IT
- John Kidder, CCSO

Meeting with County Attorneys for a Legal Staff Update

- Action Item: Consider a resolution granting a new alcoholic beverage license to UTAEV Energy Inc. dba UTAEV Store #2

- Action Item: Consider Notice of Intent to Sell Surplus Property to Wilder Police Department
- Action Item: Consider Passthrough Funds Recipient Agreement *Postponed to a later date
- Action Item: Consider a Resolution Classifying Records of the Canyon County Auditor and Authorizing the Destruction of Certain Records
- Consider Request for Proposals for the Animal Shelter Services Project
- Consider signing Legal Notice Requesting Proposals for the Animal Shelter Services Project

Meeting to discuss Emergency Management and grant funding

* Please see the legal staff update meeting for the audio recording *

DSD General Business

- Action Item: Consider a resolution appointing Holley Werhanowicz to the Planning and Zoning Commission
- Action Item: Consider a resolution appointing Anita Johnston to the Planning and Zoning Commission *Cancelled*

Action Item: Consider cost-share agreement between Ada and Canyon County for professional services of Sullivan & Reberger

Action Item: Consider a Resolution to Set Tax Levy Rates for all Taxing Districts in Canyon County

Public hearing to consider a request by Callister LLC for a conditional rezone of approximately 45.8 acres from an "A" (Agricultural) zone to a "CR-R1" (Conditional Rezone – Single-Family Residential) zone; Case no. CR2022-0025

- Action Item: The Board will consider whether to approve or deny the request

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 19, 2025

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Legends Sports Pub & Grill to be used 10/11/2025; 10/17/2025; 10/18/2025; 10/26/2025; 11/01/2025
- Liberty Lounge to be used 10/03/2025; 10/04/2025; 10/05/2025; 10/11/2025; 10/11/2025; 10/14/2025; 10/18/2025; 11/07/2025

Meeting to consider action items

- Action Item: Consider a resolution to approve the adoption of job title and position control number of one (1) position in Canyon County Fleet Department for FY26
- Action Item: Consider employee agreement with Chief Operating Officer for fiscal year 2026

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 22, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 23, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change form for:

- Zachary Beckman, IT
- Vaunda Skidmore, Facilities
- Cassandra Walden, Recorder/Passport
- Sandi Guerra, Elections
- Kenneth K. Jorgensen, Prosecuting Attorney's Office
- Nereida Mireles, Clerk of the Court
- Maria Albarran, Clerk of the Court
- Jonah Goldman, Recorder/Passport

Meeting with County Attorneys for a Legal Staff Update

- Approved, Idaho Certified Local Government Grant, CLG-2025-02, with Idaho State Historical Society for a Reconnaissance Survey of Canyon County

APPROVED ALCHOLOIC BEVERAGE LICENSE FOR

- Maverik Inc. dba Maverik #797 – Resolution 25-180
- Smoky Mtn Pizza & Pasta Nampa LLC dba Smoky Mountain Pizzeria Grill – Resolution 25-181

Approved Matters Related to Code Enforcement:

- Release of certificate of non-compliance for property located at 27663 Farmway Rd., Caldwell (Parcel no. 37867010A)
- Certificate of non-compliance for property located at 20246 Hoskins Rd., Caldwell (Parcel no. R33274)

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 24, 2025

Monthly meeting with the ADJ and TCA - CANCELED

MEETING TO DISCUSS NOTUS SCHOOL DISTRICT PLANT FACILITY LEVY

The Board met today at 10:03 AM to discuss matters regarding the Notus School District Plant Facility Levy. Present were: Commissioner Brand Holton, Zach Brooks, COO Greg Rast, Chief Deputy Treasurer Steve Onofrei, Chief Deputy PA Aaron Bazzoli, Clerk Support Specialist Matthew Westgate, Treasurer Jennifer Watters, Banking and Finance Manager Melissa Tucker, Senior Administrative Specialist Diana Hoffman, and Deputy Clerk Jenen Ross. Commissioner Brooks made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Holton. Commissioner Holton took a roll call vote where he along with Commissioner Brooks voted in favor of the motion to enter into Executive Session at 10:04 AM. The motion carried unanimously. The Executive Session ended at 10:29 AM with no decisions reached. Commissioner Brooks recommends legal staff should meet with the Clerk's Office to gather additional information before moving forward. Upon the motion by Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 10:32 AM. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 25, 2025

Meeting with County Attorneys for a Legal Staff Update and to consider action items

- Action Item: Consider Addendum to 2025 Eide Bailly Engagement Letter
- Action Item: Consider Dataworks Plus Livescan Maintenance Renewal Agreement for the Canyon County Sheriff's Office
- Action Item: Consider Dataworks Plus Livescan Maintenance Renewal Agreement for the Southwest Idaho Juvenile Detention Center
- Action Item: Consider a Resolution Authorizing Interfacility Ambulance Operation with Ascent Medical Transport
- Action Item: Consider State of Idaho Easement No. ES600157 for Celebration Park's Boat Improvement Project
- Action Item: Consider Amendment No. 6 to Agreement for Inmate Health Care Services between Canyon County and VitalCore Health Strategies, LLC
- Consider Independent Contractor Agreement for CPA GAL and DD Commitment Cases with Bethany Harder of Harder Law Office, PLLC.
- Consider Independent Contractor Agreement for CPA GAL Cases with Rondee Blessing of Blessing Law Group.
- Consider Independent Contractor Agreement for CPA GAL Cases with Jolene Maloney of Maloney Law Office.

- Consider Independent Contractor Agreement for CPA GAL Cases and DD Commitment Cases with Ali Perkins of Ali Perkins Law.

DSD General Business

- Action Item: Consider a resolution appointing Anita Johnston to the Planning and Zoning Commission

Action Item: Consider certifying City of Wilder levy rate

Workshop with SW District Health Director

*Although a Board majority may attend and participate, this is not a Commissioner meeting. There will be no motions, action items or Board direction entertained.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 26, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 29, 2025

No meetings were held this day.

SEPTEMBER 2025 TERM

CALDWELL, IDAHO SEPTEMBER 30, 2025

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- O'Michael's Pub & Grill to be used 10/10/25

FILE IN MINUTES

The Board approved a Commuter Vehicle Authorization form for Jason Hackney

FILE IN MINUTES

The Board filed the Treasurer's monthly report for August 2025 in today's minutes

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

BOCC

- Aaron Williams, Constituent Services

- Marty Danner, HR
- Greg Rast, COO
- Jeff Breach, Misdemeanor Probation

Juvenile Probation

- Ashlyn Whalen
- Angelica Mary (Angie) Martinez
- Celia Asumendi
- Adrian Chavez Villagomes
- Jared Sermon
- Sydney Brown
- Stacey Jackson

Weed & Pest/Facilities

- Shawn Powers
- Cory Flatt
- Logan Minlschmidt
- Tyler Scott
- Matthew Vermon
- Kenneth Chase
- Jacob Stuart
- Jordan French
- Corey Hull
- Jodi Edwards

Clerk

County Assistance

- Kellie George
- Jenn Odom

CCSO

- Trudie Krein
- Sonja Langan
- Nicole Lewis
- Jessica Evans
- Bunny Malmin
- Heather Sampson
- Susan Erickson
- Nancy Orr
- Brandi Dafoe-Kolka
- Shonelle Dutcher
- Bree Ann Kilbourne

- Diana Little
- Megan Mawyer
- Loretta Tweedy
- Melinda Chynoweth
- Christin Wendelsdorf

Prosecutor

- Maria Ramirez
- Jody Hedges
- Marcella Guzman
- Mary Blazina
- Dian Hoadley
- Melinda Longoria
- Borgan Howard
- Garic Hayes
- Jackie Smith
- Sheri Hale
- Marisa Fugate
- Meagan Farrell
- DeeDee Clampitt
- Kaylee Arnett
- Tony Thompson
- Amber Matthews
- David Krawczyk
- Scott Hoke
- Angelique Arrendondo
- Sydnee Berkheim
- Gabriela Cerda
- Emma Chaldez
- Amy Frederickson
- Veronica Garcia
- Chandra Guillen
- Misty Huffstutler
- Kendra Koch
- Maddisyn Redlin
- Angela Salsedo
- Melissa Salazar
- Celena Romo
- Bianca Welch
- Laura Keys

- Trent McRae
- Chris Wilcox
- Kyra Venecia
- Scott Vermeer
- Karson Vitto
- Angela Stevens
- Garrett Swenson
- Scott Miller
- Tracy Miller
- Stephanie Morse
- Kara Przybos
- Ted Lagerwall
- Dalton Kelley
- Delia Hanes
- Andrew Haws
- Enrique Gutierrez
- Alex Gourley
- Spencer Guier
- Matthew Dyal
- Hailey Barr
- Janice Beller

Consider taking comments on the record for Intent to Sell Surplus Property to Wilder Police Department

- Action item: Consider Resolution Consenting to the Sale of Surplus County Property to Wilder Police Department

Meeting with County Attorneys for Legal Staff Updates and to Consider Action Items:

- Consider Cooperative Agreement for University of Idaho Extension Programs
- Consider Loaned Employee Agreement for Toni Jones with the University of Idaho for the Canyon County Extension Program
- Consider Loaned Employee Agreement for Jacqueline Beaumont with the University of Idaho for the Canyon County Extension Program
- Consider Loaned Employee Agreement for Kelly Galloway with the University of Idaho for the Canyon County Extension Program
- Consider FY2026 Canyon County Lease Agreement with the Norman Family Trust
- Consider MOU between Payette County and Canyon County for GIS 911 Data Sharing
- Consider Resolution Designating Polling Locations for the November 4, 2025 Election

- Consider State of Idaho Department Juvenile Corrections Agreement Detention/Treatment Services
- Consider Independent Contractor Agreement with CleanEarth, Inc. – **CONTRACT WAS NOT READY, WILL CONSIDER AT ANOTHER TIME**
- Consider ordinance Amending Chapter 04, Article 01, Section 05, Park Administration and Section 11, Prohibited Acts.
- Consider summary of Ordinance Amending Chapter 04, Article 01, Section 05, Park Administration and Section 11, Prohibited Acts.
- Consider Independent Contractor Agreement with Krista Howard Law for CPA GAL and DD Case Services
- Consider Independent Contractor Agreement with Scott Gatewood for CPA GAL and DD Case Services

Meet with HR to Consider Various Resolutions

- Consider resolution to adopt changes to two (2) job descriptions and pay grade for case managers in the county Assistance Department
- Consider changes to the job title and grade change of one (1) position in the Prosecuting Attorney's Office; and approve the grade the grade change to eight (8) positions in the Prosecuting Attorney's office related to Victim/Witness Services position
- Consider approving the return of five (5) positions in the Prosecuting Attorney's office back to the County
- Consider approving changes to the job title of five (5) positions in the Prosecuting Attorney's office related to the Legal Assistant position
- Consider approving changes to the job title of thirty-six (36) positions in the Prosecuting Attorney's office related to the Criminal Deputy Prosecuting Attorney position
- Consider changes to the job title for four (4) positions in the prosecuting Attorney's office related to the Civil Deputy Prosecuting Attorney position
- Consider approving changes to the job title for twenty-three (23) positions in the Prosecuting Attorney's office related to Criminal Legal Assistant and one (1) Assistant Admin Supervisor position
- Consider a resolution to adopt changes to job description and pay grade for five (5) positions in Juvenile Probation Department

Executive Session pursuant to Idaho Code, Section 74-206(1)(b) regarding personnel matters

MEETING WITH DSD TO CONSIDER:

The Board met today at 1:31 PM to consider matters with Development Services Department to consider action items. Present were: Commissioners Brad Holton, Zach Brooks, Leslie Van Beek, Planning Supervisor Dan Lister, Director of DSD Jay Gibbons, Representatives for Green Hills

Landing, Representatives for Ridgeland Estates, Sr. Administrative Assistant Jenen Ross, and Deputy Clerk Diana Hoffman.

Consider the final plat for Green Hills Landing Sub-#1, Case No. SD2022-0028: Mr. Lister said a staff summary has been provided demonstrating that plat is ready to be signed, and all 9 conditions applied to the plat have been met. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek the Board voted unanimously to approve the final plat for Chairman Holton's signature for Green Hills Landing Subdivision, Case No. SD2022-0028.

Consider the final plat for Ridgeland Estates Subdivision, Case No. SD2024-0001: Mr. Lister explains this subdivision is directly east of the previous subdivision that was discussed. This preliminary plat was approved with 12 conditions, the engineer at the time brought up a specific condition requiring the applicants be notified of possible water issues and this is noted in the CC&R's. All constructions requirements have been met and certified. Water user maintenance agreements and road user maintenance agreements have all been verified. With that, Mr. Lister recommends the Board approve the final plat. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek the Board voted unanimously to approve the final plat for Chairman Holton's signature for Ridgeland Estates Subdivision, Case No. SD2024-0001. Upon the motion by Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to adjourn at 1:37 PM. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER MATTERS RELATED TO COUNTY ASSISTANCE

The Board met today at 1:58 PM to consider matters related to County Assistance specific to Case No. 2025-29. Present were: Commissioners Brad Holton, Zach Brooks, Leslie Van Beek, Case Manager Kellie George, Sr. Administrative Assistant Jenen Ross, and Deputy Clerk Diana Hoffman. Ms. George explains that the descendant passed on September 21, and County Assistance Department received an application on September 25. At this time the decedent has been abandoned at the funeral home. The funeral home has indicated that the family is unwilling to fulfill their obligation. Following an investigation by the County Assistance Office it is deemed there appears to be assets in excess of \$1,000. Commissioner Van Beek moved that the Board denies case number 2025-29 which is a request for cremation as the applicant is not indigent, and the County is not the payer of last resort. Commissioner Brooks seconded the motion. After a roll call vote the motion passed unanimously. Commissioner Holton made a motion to adjourn. The motion was seconded by Commissioner Van Beek and carried unanimously. The Board adjourned at 2:01 PM. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF SEPTEMBER 2025 WERE READ AND APPROVED AND
FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY
COMMISSIONERS, CANYON COUNTY IDAHO.

DATED this _____ day of _____, 2025.

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Leslie Van Beek

Commissioner Brad Holton

Commissioner Zach Brooks

ATTEST: RICK HOGABOAM, CLERK

By: _____, Deputy Clerk