

**Minutes of Meeting  
Commissioners' Debriefing  
October 31, 2012  
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Civil Deputy Prosecuting Attorney Pat Braden and Deputy Clerk Pamela Bogaert.

**A. Call to Order:** Chairman Tondee called the meeting to order at 2:03 p.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** Commissioner Nelson asked that an Executive Session pursuant to *Idaho Code* §67-2345(1)(c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency be added to the agenda.

Commissioner Nelson moved to add to the agenda an Executive Session pursuant to *Idaho Code* 67-2345(1)(c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bogaert called the roll:

Commissioner Nelson:	Aye
Commissioner Green:	Aye
Chairman Tondee	Aye

The motion carried.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

Civil Deputy Prosecuting Attorney Pat Braden presented the Board with a draft of the Revised Alcohol Beverage Ordinance which modernizes and clarifies the language of the existing Ordinance. Further, the proposed Ordinance would allow the Board to authorize the Clerk to approve alcohol licenses.

Commissioner Nelson asked for ideas regarding updating the current County Website to clarify Kootenai County structure and departments.

Jabo, LLC submitted a second letter to the Board requesting a waiver of taxes after the Board's recent denial. Mr. Braden felt that Jabo, LLC did not exhaust the County's administrative process and that any potential lawsuit would be defensible.

The Board discussed the recent Salary Survey Discussion meeting and the benchmark positions as they were presented at the meeting. Although the Board felt that Jody Bieze was capable of producing a salary survey it was decided that Commissioner Green would approach Mercer Health Benefits and Advanced Benefits for a preliminary quote.

Commissioner Nelson asked for opinions regarding early departure for the Friday after Thanksgiving as well as Christmas Eve. Commissioner Green agreed to verify policy as to whether or not hourly employees will be allowed to use Vacation Time to make up for the 2 hours lost if the County closes early on those days.

Commissioner Green noted that Grant Writer Jody Bieze did not expend all of the funds previously budgeted for training last year and reported that she will be taking some classes in the near future and her expenses will be covered by the Human Resources Education Fund.

Chairman Tondee noted that the Position Review Committee is expected to complete the appeals and reclassification process by 11/15/2012.

Commissioner Nelson wondered when the Auditor will present the final rollover funds figures to the Board. Chairman Tondee and Commissioner Green agreed that the figures would be available after the end of October.

Commissioner Nelson moved to enter Executive Session pursuant to *Idaho Code 67-2345(1)(c)* to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency. Commissioner Green seconded the motion. There being no discussion, Deputy Clerk Bogaert called the roll:

Commissioner Nelson:	Aye
Commissioner Green:	Aye
Chairman Tondee	Aye

The motion carried.

Executive Session was entered into at 2:54 p.m. and exited at 3:02 p.m.

Chairman Tondee asked that Commissioner Green prepare a draft of the proposed Paid Time Off (PTO) policy to be distributed to the Elected Officials for their review. Commissioner Green stated that he is in the process of gathering the necessary information and would like to speak with the Sheriff's managerial staff for their input as well.

Commissioner Nelson reminded the Board of the upcoming State of the County and asked for their ideas and/or suggestions for content.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: \_\_\_\_\_  
Pamela B. Bogaert, Deputy Clerk