

**Minutes of Meeting  
Business Meeting  
December 31, 2012  
1:00 p.m.**

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

- A. Call to Order:** Chairman Tondee called the meeting to order at 1:00 p.m.
- B. Pledge of Allegiance:** Chairman Tondee led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Tondee read the items listed on the Consent Calendar.

**Minutes of Meetings**

12/10/2012	State of the County Meeting
12/11/2012	Business Meeting
12/11/2012	Indigent Program Discussion
12/12/2012	Commissioners' Debriefing/Resolution 2012-123
12/14/2012	Field Audit Exit Meeting
12/17/2012	Requests for Waiver of Taxes
12/17/2012	State of the County Meeting
12/17/2012	Discussion of Postings/Contract List
12/18/2012	Indigent Appeal No. 2012-794
12/18/2012	Release of Lien No. 2012-1020
12/18/2012	Release of Lien No. 2010-1187
12/18/2012	Delay of Repayment Request No. 2011-1152
12/18/2012	Indigent Appeal No. 2012-1113
12/18/2012	Debt Payoff Offer No. 2010-356
12/18/2012	Subpoena Issuance No. 2012-945
12/18/2012	Release of Lien No. 2012-671
12/18/2012	Business Meeting
12/19/2012	Elected Officials
12/19/2012	Commissioners' Debriefing
12/20/2012	Community Development Update
12/20/2012	Strategic Planning
12/20/2012	Tax Exempt Hearing

**Board Actions**

Assessor's Recommendation to Adjust Tax/Valuation Parcel No's.: 48N02W230200; C62100020060; OK0300000A0; C87300020160

Request for Extension of Taxes/Parcel No's.: MQC00000084A; MKT000C00480; MAN000038B0; MBN00008012A; MZZ15W2113A; MAG00000020; MZZ34W064110; MJL00000020; MQC000000120; MLL000000EB; MTF00000273A; MAN000000380; MKT000C00070; MBN00001026A; MMR000002070; MZZ83W04132A; MKT000E00680; MBX000000660; MKX000030020

BOCC Signatures for Indigent Cases 12/13/2012 through 12/19/2012 and 12/20/2012 through 12/26/2012

KCSD/Civil Division Financial Report – November, 2012

Hardship 2012-06/Parcel No. 03460000070/AIN 116105

Approval Order: Request for Tax Exempt Status/Hayden Lake Evangelical Friends Church, Inc.,  
53N04W315650/AIN 130499

Commissioner Green moved to approve the Consent Calendar as read into the record by Chairman Tondee.  
Commissioner Nelson 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.

**D. Changes to the Agenda:** Chairman Tondee requested that item #4, Grant Application/Waterways Improvement Fund/Harrison Boat Launch Renovation/Idaho Department of Parks & Recreation/Parks & Waterways be pulled from the Agenda as the item was not ready to be heard.

Commissioner Nelson moved that item #4, Grant Application/Waterways Improvement Fund/Harrison Boat Launch Renovation/Idaho Department of Parks & Recreation/Parks & Waterways be pulled from the Agenda as the item was not ready to be heard. 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.

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

**F. New Business:**

**1. Public Hearing: Ratification of Fee Increase/Resolution 2012-130/Hayden Area Regional Sewer Board**

The Board met to conduct a Public Hearing, for which notice was given in the *Coeur d’Alene Press* on 12/17/2012 and 12/24/2012, for the purpose of hearing public comment on the adoption of the fee increase proposed by the Hayden Area Regional Sewer Board (HARSB).

Chairman Tondee opened the Public Hearing at 1:07 p.m.

Under discussion, Commissioner Green explained that the Hayden Area Regional Sewer Board has approved a fee increase of capitalization fees to pay for the expansion of the HARSB plant and the increase must be ratified by each of the entities of the Joint Powers Agreement.

Chairman Tondee called for Public Comment. There was none.

At 1:09 p.m. Chairman Tondee closed the public comment section of the Public Hearing.

Commissioner Nelson moved that the Board close the Public Hearing for the ratification of the fee increase for the Hayden Area Regional Sewer Board. 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.

Commissioner Green moved to approve Resolution 2012-130 to ratify the fee increase for the Hayden Area Regional Sewer Board. Commissioner Nelson 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.

**2. Agreement/Rechargeable Battery Recycling Corporation Program/Solid Waste**

Solid Waste Director Roger Saterfiel asked that the Board consider an Agreement between Kootenai County (Solid Waste) and Call2Recycle which concerns the shipping and recycling of rechargeable batteries collected by the County at the Ramsey Road Transfer Station and the Prairie Transfer Station. Mr. Saterfiel informed the Board that the recycling program is provided at no cost to the County and that the County will also be reimbursed for packaging costs. The Agreement is for a one (1) year term, beginning 12/31/2012. The Agreement will automatically renew on an annual basis unless terminated by either party by providing 30 days written notice. Call2Recycle agrees to maintain a Commercial General Liability Insurance Policy.

Commissioner Nelson moved to approve the Agreement between Call2Recycle and Kootenai County (Solid Waste) for the Rechargeable Battery Recycling Program. 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.

**3. Agreement/Billing Services/City of Coeur d'Alene/Solid Waste**

Mr. Saterfiel requested that the Board consider an Agreement between Kootenai County (Solid Waste) and the City of Coeur d'Alene which sets forth the responsibilities of each in regard to the collection and billing of commercial disposal fees for commercial solid waste accounts within the Coeur d'Alene city limits. Further, Mr. Saterfiel advised the Board that the City of Coeur d'Alene handles the billing for the Solid Waste Department in exchange for approximately 204 tons of solid waste disposal. The Agreement commences 12/31/2012 and continues in effect until 12/31/2015. The Agreement may be extended for one (1) additional three (3) year term upon mutual agreement of both parties. The Agreement may be terminated at any time by either party providing 90 days written notice. Any amendments must be mutually agreed upon in writing.

Commissioner Green moved to approve the Agreement for Billing Services between Kootenai County (Solid Waste) and the City of Coeur d'Alene. Commissioner Nelson 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.

**4. Grant Application/Waterways Improvement Fund/Harrison Boat Launch Renovation/Idaho Department of Parks & Recreation/Parks & Waterways Pulled**

**5. Grant Application/Waterways Improvement Fund/Tow Vehicle/Idaho Department of Parks & Recreation/KCSD**

Sergeant Ryan Higgins asked that the Board consider the approval of a Waterways Improvement Fund (WIF) grant application for a new tow vehicle for the Sheriff's Department and noted that the application has been approved by the Waterways Advisory Board. The grant request is for \$17,820 with matching funds of \$17,820 to be paid from the Vessel Account.

Commissioner Nelson moved to approve the Waterways Improvement Fund (WIF) Grant Application for a new tow vehicle for the Sheriff's Department. 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.

**6. Maintenance Agreement/Copy Machine/H & H Business Systems/Driver's License/KCSD**

Major Ben Wolfinger came to request that the Board consider a Maintenance Agreement between Kootenai County (Sheriff's Department/Driver's License) and H & H Business Systems which covers the terms of VIP maintenance for a MP301SPF Ricoh Copier, Serial No. W912P700881 that is located in the Driver's License Department. Major Wolfinger informed the Board that the Agreement is for a period of two (2) years commencing retroactively on 10/8/2012 and will expire 10/8/2014. The Agreement automatically renews at the end of each year on the anniversary date unless the County provides a 30 day written notice of cancellation to H & H Business Systems.

Commissioner Green moved to approve the Maintenance Agreement between Kootenai County (Sheriff's Department/Driver's License) and H & H Business Systems for VIP maintenance for a MP301SPF Ricoh Copier, Serial No. W912P700881 located in the Driver's License Department. Commissioner Nelson 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.

**7. Donation Agreement/Asset Transfer from Search and Rescue (SAR) Council/KCSD**

Sergeant Higgins informed the Board that the Search and Rescue Council (SAR) has been recently dissolved and asked that the Board approve a Donation Agreement between Kootenai County (Sheriff's Department) and Kootenai County Search and Rescue (SAR). The Donation Agreement will allow for the transfer of personal property assets; including, but not limited to, a building, shop, snowmobiles and vehicle, from SAR to the County.

Commissioner Green moved to approve the Donation Agreement for Asset Transfer from the Search and Rescue Council (SAR) to the Sheriff's Department. Commissioner Nelson 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.

**8. Consider Proposal/Bayview Community Center/Panhandle Area Council/Grant Writer**

Grant Writer Jody Bieze requested that the Board approve the proposal submitted by Panhandle Area Council to assist the Bayview Community Center Foundation in the planning, developing, grant writing and administration of the Bayview Community Center's renovation project. Further, Ms. Bieze advised the Board that the proposal has been reviewed by the legal department and has been found to have met all the requirements of the Request for Proposals.

Commissioner Nelson moved to approve Panhandle Area Council as the grant writer for the Bayview Community Center. 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.

**9. Kootenai County Fund Balance Policy/Resolution 2012-129/Board of Commissioners**

Commissioner Nelson requested that the Board consider Resolution 2012-129 to adopt the Fund Balance Policy which will provide direction and guidance to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or emergencies or for nonrecurring, unanticipated expenditures and minimal increases in service delivery costs.

Commissioner Green moved to adopt the Kootenai County Fund Balance Policy and Resolution 2012-129.

Commissioner Nelson 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.

**10. Resolution 2012-113/Reinstate Timber Exemption/Cancellation of Penalties & Interest/48N01W054000/AIN 315002/Haralson**

Chairman Tondee asked the Board to consider Resolution 2012-113 to reinstate the timber exemption and to cancel penalties and interest on Parcel No. 48N01W054000/AIN 315002 for Vernon R. Haralson.

Commissioner Nelson moved to approve Resolution 2012-113 to Reinstate the Timber Exemption and cancel penalties and interest for 2009, 2010 and 2011 for AIN 315002. 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.

**11. Resolution 2012-124/Classify Documents/Juvenile Detention**

Administrative Secretary Rhonda Hall requested that the Board consider Resolution 2012-124 which will classify documents from Juvenile Detention as semi-permanent in preparation for destruction.

Commissioner Green moved to approve Resolution 2012-124 to Classify Documents as semi-permanent for the Juvenile Detention Department. Commissioner Nelson 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.

**12. Resolution 2012-125/Destroy Documents/Juvenile Detention**

Ms. Hall further asked that the Board consider Resolution 2012-125 which authorizes the destruction of records previously classified as semi-permanent in Resolution 2012-124.

Commissioner Green moved to approve Resolution 2012-125 to Destroy Documents previously classified as semi-permanent in Resolution 2012-124. Commissioner Nelson 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.

**13. Resolution 2012-126/Cancellation of Taxes, Penalties & Interest/H00000241720/AIN 137703/City of Hayden**

Chairman Tondee recommended that the Board approve Resolution 2012-126 to cancel taxes, penalties and interest on Parcel No. H00000241720/AIN 137703 for the City of Hayden.

Commissioner Green moved to adopt Resolution 2012-126 to cancel taxes, penalties and interest on AIN 137703 which was purchased by the City of Hayden. Commissioner Nelson 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.

**14. Resolution 2012-127/Cancellation of Penalties & Interest/03460000070/AIN 116105/Hardship Request 2012-06**

Chairman Tondee asked that the Board approve Resolution 2012-127 which cancels penalties and interest on Parcel No. 03460000070/AIN 116105 for Hardship Request 2012-06.

Commissioner Green moved to adopt Resolution 2012-127, Cancellation of Penalties & Interest for AIN 116105 for Hardship Request 2012-06. Commissioner Nelson 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.

**G. Staff Reports:** Major Wolfinger asked if the Board was satisfied with the work of the Sheriff's Labor Program in regards to the shoveling of the sidewalks located around the Fairgrounds. Chairman Tondee reported that the sidewalks have been clear and that the Board appreciates the help from the Labor Program.

**H. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a county related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

The meeting was adjourned at 1:40 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

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