

**Minutes of Meeting
Business Meeting
January 8, 2013
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 John Cafferty, and Deputy Clerk Christine Sessions.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:00 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

12/06/2012 Community Development/Signing/OR12-0001/Repealing Impact Fee
Table and Suspending Collection of Impact Fees
12/28/2012 Strategic Planning
12/28/2012 State of the County Discussion
12/31/2012 State of the County Discussion
12/31/2012 Tax Exempt Hearing/Union Gospel Mission of Spokane
12/31/2012 Business Meeting

Board Actions

Affidavit of Treasurer's Monthly Report/December 2012

BOCC Signatures for Indigent Cases 12/27/2012 through 01/02/2013

Community Development/Board Signings/OR12-0001 Suspending Collection of Impact Fees; SPN11-0006 Coeur d'Alene Paving; VAR12-0003 Vetter; CUP12-0007 Kootenai County Waste Management

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 Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

- D. Changes to the Agenda:** Jody Bieze, BOCC Grant Writer, asked to add a discussion regarding the Department of Energy Assistant Agreement DE-SC0003128 for the closeout of the Energy Efficiency and Conservation Block Grant. John Cafferty, Civil Deputy Prosecuting Attorney, asked to pull Item #12 Resolution 2013-02/Surplus Equipment/Waste Oil Heater/Solid Waste and Item #13 Resolution 2013-03/Surplus Vehicle/1994 Peterbilt Tractor Truck/Solid Waste as the items were not ready to be brought before the Board.

Commissioner Green moved to amend the agenda by adding a discussion regarding the Department of Energy Assistant Agreement and to pull Item #12 Resolution 2013-02/Surplus Equipment/Waste Oil Heater/Solid Waste and Item #13 Resolution 2013-03/Surplus Vehicle/1994 Peterbilt Tractor Truck/Solid Waste from the agenda. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

BOCC Grant Writer Jody Bieze requested that the Board approve the Assistant Agreement for the Department of Energy Grant #DE-SC0003128. Ms. Bieze further advised the Board that Kootenai County has been notified that the grant is closed, subject to the conditions outlined in the Energy Efficiency and Conservation Closeout Notice.

Commissioner Nelson moved that the Board sign and approve the Grant Closeout Document for the Department of Energy. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Sessions 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. Open/Request for Quotes/Boating Pump-out Units/Parks & Waterways

Commissioner Nelson opened the single bid received from Walt Jackson of EMP Industries in St. Petersburg, Florida which includes vacuum parts, hoses, and nozzles plus shipping and handling for \$66,902. The bid was received in response to an Advertisement for Quotes placed in the *Coeur d'Alene Press* on 12/25/2012 and 1/1/2013 to provide and deliver seven (7) new boating waste peristaltic pumpout units for Parks & Waterways.

Commissioner Nelson moved to forward the quote received from Walt Jackson of EMP Industries for \$66,902 to the Parks & Waterways and Legal Departments for review. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

2. Grant Application/Waterways Improvement Fund (WIF)/ Harrison Boat Launch/Parks & Waterways

Director of Parks and Waterways Nick Snyder submitted to the Board a grant application to the Idaho Department of Parks & Recreation for the Harrison Boat Launch Improvement Project. The grant provides for renovation of a subpar boat launch surface without altering the configuration of the marina. The project total is approximately \$296,000 with a grant match of \$61,000.

Commissioner Green moved to approve the Grant Application for the Waterways Improvement Fund for the Harrison Boat Launch. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

3. Rental Agreement/Water Solutions/Prosecuting Attorney

Civil Deputy Prosecuting Attorney John Cafferty requested that the Board consider a Rental Agreement between Kootenai County (Prosecuting Attorney) and Water Solutions which covers the rental terms for the drinking water machine, Serial No. 0644201800, located in the Criminal Division of the Kootenai County Prosecuting Attorney's office. The Agreement term is for a period of 12 months, commencing retroactively on 10/1/2012 and expiring 9/30/2013. The monthly rental fee is \$50 and is renewable for an additional 12 months at the same rate.

Commissioner Green moved to approve the Rental Agreement between Kootenai County (Prosecuting Attorney) and Water Solutions. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

4. Agreement/Northpointe Inc./Jail Inmate Classification and Management Software/KCSD

Captain Andrew Deak requested that the Board consider an Agreement for the renewal of the maintenance agreement for continued use of software provided by Northpointe Inc. This is an inmate classification and management software program that is currently in use and required by Idaho Jail Standards. The Agreement is effective for a one (1) year term commencing retroactively on 10/1/2012 and expiring 9/30/2013, with automatic renewal periods of one (1) year thereafter at the option of the County, unless terminated earlier. The cost for the first 12 months of coverage is \$660.

Commissioner Nelson moved to approve the Agreement with Northpointe Inc. for Jail Inmate Classification and Management Software with the Sheriff's Department. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

5. Contract Extension/Vanguard Cleaning Systems/Building & Grounds

Shawn Riley, Buildings & Grounds Operations Manager, asked the Board to consider a Contract Extension with Vanguard Cleaning Systems, which extends the original contract dated 2/1/2011. Sections 2 & 3 of the original contract will be amended to allow Kootenai County to continue on a month-to-month basis beginning 2/1/2013. Either party may terminate this Agreement, without cause, upon thirty (30) days written notice.

Commissioner Green motioned to approve the Contract Extension with Vanguard Cleaning Systems. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

6. Memorandum of Understanding/Citylink/Transportation/Office of Emergency Management

Resource & Preparedness Specialist with Office of Emergency Management (OEM) Douglas Fredericks, requested that the Board consider the renewal of an existing Memorandum of Understanding (MOU) between Kootenai County (OEM) and Citylink. This MOU addresses the coordinated effort to provide planned transportation for citizens of Kootenai County and emergency personnel affected by a natural disaster or terrorist event. Changes made to the renewal are updated contacts only. The MOU becomes effective 1/8/2013 and terminates 1/8/2018, unless extended by mutual written agreement. Either party may terminate the MOU by providing 30 days written notice. Any modifications must be mutually agreed upon in writing.

Commissioner Green moved to approve the renewal of the existing Memorandum of Understanding between Citylink and Kootenai County (Office of Emergency Management). Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

7. Service Proposal/Drug Testing Program/A Drug Free Alliance, Inc./Human Resources

HR Senior Secretary Kimberly Buffin brought before the Board a Service Proposal between Kootenai County (Human Resources) and A Drug Free Alliance, Inc. This is the service used to provide drug and alcohol testing of potential and current employees. The testing rates are specifically described in the Service Proposal and are guaranteed for a period of two (2) years, commencing retroactively on 12/24/2012 and expiring 12/24/2014.

Commissioner Nelson moved to approve the Service Proposal for drug testing between A Drug Free Alliance, Inc. and the Department of Human Resources. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

8. Administrative Services Agreement/Blue Value Managed Care Plan/Blue Cross/Human Resources

Ms. Buffin asked the Board to consider an Administrative Services Agreement between Kootenai County (Human Resources) and Blue Cross of Idaho Health Services, Inc. (Blue Cross) which memorializes the agreement of the parties as to the terms of the administration of the County's employee Health Care Benefit Plan. The Blue Value Managed Care Plan became effective as of 11/1/2012 and will continue in effect for a period of 12 months, until 10/31/2013. The Agreement automatically renews for successive 12 month periods unless terminated earlier with proper written notice provided. The new booklets, specifically for Kootenai County employees, will be delivered via USPS within the next three weeks.

Commissioner Green moved to approve the Administrative Services Agreement between Blue Cross and Human Resources. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

9. Waiver Request/National Database/Federal Transit Administration/Transit

Christine Fueston, FTA Grant Writer, asked the Board to consider a Waiver Request for submission to the Federal Transit Administration which allows transit systems that operate 30 or less vehicles, in maximum service across all modes, to report at a reduced level without a reduction in formula funding. Further, Ms. Fueston advised that this does not impact any discretionary funding that the County may compete for at either the national or state level.

Commissioner Green moved to submit the Waiver Request to the National Database with the Federal Transit Administration. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

10. Request for Annexation/Fluet/Kootenai Fire & Rescue District

Mr. Cafferty presented to the Board Larry and Muriel Fluet’s request for the Board to consider a Petition for Annexation into the Kootenai Fire & Rescue District. Pursuant to *Idaho Code* §31-1411, legal notice of the proposed annexation was given through publication, and a Public Hearing was conducted and approved on 12/10/2012 by the Commissioners of the Fire District.

Commissioner Nelson moved to approve the Request for Annexation by Fluet to the Kootenai Fire & Rescue District. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

11. Resolution 2013-01/Cancellation of Taxes, Penalties & Interest/C405000003A/AIN 103005/C405000005B/AIN 135196/Union Gospel Mission Association of Spokane

Chairman Tondee asked the Board to consider Resolution 2013-01 to cancel taxes, penalties and interest on Parcel No’s. C405000003A and C405000005B for the Union Gospel Mission Association of Spokane, 1224 E. Trent Ave., Spokane, Washington 99220.

Commissioner Green moved to approve Resolution 2013-01 for AIN 103005 and AIN 135196 for Union Gospel Mission Association of Spokane. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Sessions called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

~~12. Resolution 2013-02/Surplus Equipment/Waste Oil Heater/Solid Waste Pulled~~

~~13. Resolution 2013-03/Surplus Vehicle/1994 Peterbilt Tractor Truck/Solid Waste Pulled~~

G. Staff Reports: There were no staff reports.

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 2:30 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Christine Sessions, Deputy Clerk