

**Minutes of Meeting
Business Meeting
January 15, 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, Civil Deputy Prosecuting Attorney Jamila Holmes, Finance Director David McDowell, Senior Accountant Keith Taylor, Solid Waste Director Roger Saterfiel, Weed Superintendent Linda Ely, and Deputy Clerk Christine Sessions.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:02 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

01/02/2013	Commissioners' Debriefing
01/03/2013	Clerk's Division – Appeal of PRC Findings
01/04/2013	Strategic Planning
01/07/2013	Commissioners' Debriefing
01/07/2013	Community Development
01/08/2013	Tax Exempt Process Discussion/Findings

Board Actions

Assessor's Recommendation to Adjust Tax/Valuation Parcel No's.: P76180010010; EMPH00015012; 0300029076AB; EMS039300001

Treasurer's Request for Cancellation of Taxes/Late Charges/Interest/Fees/Parcel No's: S4500018018A; C00000182730

BOCC Signatures for Indigent Cases: 01/03/2013 through 01/09/2013

Idaho State Police/Alcohol beverage License Renewal Application/Airport

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:** There were no changes made to the agenda.
- E. Old Business:** There was no old business discussed.

F. New Business:

1. Contracts/Commercial Card/County Addendum/US Bank/Auditor

Finance Director David McDowell requested that the Board consider an Agreement and Addendum between Kootenai County (Auditor) and US Bank which sets forth the terms and conditions under which US Bank agrees to extend credit to Kootenai County under US Bank's Commercial Card Program. The Addendum identifies the specific services to be provided to the County and the associated charges. Yet to be determined, by the Auditor's Office, is the County's volume to see how the minimum dollar threshold will be met in order to receive the rebate. A policy will be drafted within the next two weeks to correctly transition from our current P-Card service to the new service with US Bank. The Agreement becomes effective 1/15/2013 and remains in effect for five (5) years.

Commissioner Green moved to approve the Contract for the Commercial P-Card with US Bank, and to appoint the Auditor's Office as representative of the County. 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.

2. Award/Request for Quotes/Boating Pump-out Units/Parks & Waterways

Civil Deputy Prosecuting Attorney Jamila Holmes requested that the Board consider the proposal received 01/08/2013 from EMP Industries for the Boating Pump-out Units for the Parks & Waterways Department. The Legal Department has reviewed the proposal and determined that EMP's bid meets all requirements set forth by the Request for Quotes.

Commissioner Green moved to award the Contract to Parks and Waterways with EMP Industries for the Boating Pump-out Units. 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. Advisory Board Appointments/Thorpe/Wiley/Parmann/Airport Advisory Board

Chairman Tondee requested that the Board consider the reappointment of Jim Thorpe and Nolan Wiley to the Airport Advisory Board and the appointment of John Parmann, who will replace Jim Deffenbaugh. All are three year terms which previously expired on 12/31/2012.

Commissioner Nelson moved to approve Wiley/Parmann/Thorpe to the Airport Advisory Board. 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.

4. Board Appointments/Stravens/Seddon/Singletary/Historic Preservation Board

Commissioner Green requested that the Board consider the reappointment of Jim Stravens and the appointment of Ann Seddon and Robert Singletary to the Historic Preservation Board. Mr. Stravens will serve a three year term which previously expired on 12/31/2012. Ms. Seddon will fill the unexpired term of Nancy Mueller until 12/31/2013 and Mr. Singletary will fill the unexpired term of David Morris until 12/31/2014.

Commissioner Green moved to reappoint Jim Stravens, appoint Ann Seddon to fill the unexpired term of Nancy Mueller, and appoint Mr. Singletary to fill the unexpired term of David Morris on the Historic Preservation Board. 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.

5. Advisory Board Appointments/Hanson/Humphreys/Miller/Reed/Grangaard/Carlson/Burke/Noxious Weed Control

Chairman Tondee asked the Board to consider the reappointments of Kelly Hanson, Lynn Humphreys, Bob Miller, Bob Grangaard, Judd Reed and Serena Carlson to the Noxious Weed Advisory Board and the appointment of Tom Burk, who will replace Michael Shoffner.

Commissioner Nelson motioned to approve, for the Noxious Weed Advisory Board, Hanson/Humphreys/Miller/Reed/Grangaard/Carlson and Mr. Tom Burk to replace Michael Shoffner. 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.

6. Advisory Board Appointments/Wuest/Welton/Snowmobile Advisory Board

Chairman Tondee asked the Board to consider the reappointment of Joe Wuest to the Snowmobile Advisory Board and the appointment of Lavern Welton, who will replace Tom Kirby. Both are three-year terms which will expire on 12/31/2015.

Commissioner Green moved to appoint Joe Wuest and Lavern Welton to the Snowmobile Advisory Board. 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. Advisory Board Appointments/Blakney/Pendleton/Finney/Waterways Advisory Board

Chairman Tondee asked the Board to consider the reappointment of Norm Blakney, Fred Finney and Brad Pendleton to the Waterways Advisory Board for a three-year term that will expire on 12/31/2015.

Commissioner Nelson moved to reappoint to the Parks and Waterways Advisory Board, Blakney/Pendleton/Finney. 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. Resolution 2013-02/Surplus Equipment/Solid Waste

Solid Waste Director Roger Saterfiel asked the Board to consider Resolution 2013-02 to declare as surplus an inoperable waste oil heater, Asset #3509 for the Solid Waste Department.

Commissioner Green moved to approve Resolution 2013-02 to declare as surplus equipment for Solid Waste. 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. Resolution 2013-03/Surplus Vehicle/Solid Waste

Mr. Saterfiel asked the Board to consider Resolution 2013-03 to declare as surplus a 1994 Peterbilt Tractor Truck, VIN #1XPCDB9X5RD363606, which lists over 408,000 miles on it for the Solid Waste Department. Commissioner Green would like to amend this resolution to omit www.propertyroom.com from the Resolution and list the item for public auction instead.

Commissioner Green moved to approve Resolution 2013-03 to declare as surplus a 1994 Peterbilt Vehicle, VIN #1XPCDB9X5RD363606, by Solid Waste, and to amend the Resolution to reflect that the vehicle shall be sold at public auction and not designate a specific auctioneer. 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.

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 2:48 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Christine Sessions, Deputy Clerk