

Minutes of Meeting
Business Meeting
June 4, 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 Grant Writer Jody Bieze, Parks and Waterways Director Nick Snyder, Office of Emergency Management Manager Sandy von Behren, Major Daniel Mattos, Lieutenants Stuart Miller and Lee Richardson, Sergeant Ryan Higgins, and Kootenai County Sheriff's Office Administrative Assistant Amie Burcham, Civil Deputy Prosecuting Attorneys R. David Ferguson and John Cafferty, Panhandle Area Council's Economic Development Planner Nancy Mabile, Bayview Community Center Foundation President Charles Waller, and Deputy Clerk Michael Beaver.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:03 pm
- B. Pledge of Allegiance:** Commissioner Nelson led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Tondee read the items listed on the Consent Calendar.

Minutes of Meetings

03/11/2013	Commissioners' Debriefing
04/10/2013	Tax Exempt Application/North Idaho College
04/10/2013	Tax Exempt Application/Coeur d' Alene School District
04/29/2013	Budget Priority Rankings
05/21/2013	Business Meeting
05/23/2013	Community Development Update (continued)
05/28/2013	Indigent Appeal 2012-1191
05/28/2013	Release of Lien 2006-819 & 2006-1263
05/28/2013	Forgiveness of Debt 2003-846

Board Actions

Assessor's Recommendation to Adjust Tax/Valuation Parcel No's.: MZZ15W322210

Financial Report/April 2013/KCSO Civil Division

BOCC Signatures for Indigent Cases 05/23/2013 through 05/29/2013

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Tondee. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

- D. Changes to the Agenda:** The Board noted two requests to change the agenda: one request to add a new Item, Federal Equitable Sharing Agreement/North Idaho Violent Crimes Task Force/KCSO, and a second request to pull Item #7, Temporary Operating Agreement/Downtown Shuttle/Transit.

Commissioner Green moved to amend the agenda by adding a new Item, Federal Equitable Sharing Agreement/North Idaho Violent Crimes Task Force/KCSO, and pulling Item #7, Temporary Operating Agreement/Downtown Shuttle/Transit. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Beaver 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:**

Federal Equitable Sharing Agreement/North Idaho Violent Crimes Task Force/KCSO

Lieutenant Lee Richardson noted that during the initial presentation for FY 2012 of the Federal Equitable Sharing Agreement to the Board, his office mistakenly identified on the report that the Violent Crimes Task Force had received \$5154.73 in the Justice Fund from the Federal Government when in fact that money was received from the State of Idaho for funding of the Federal Court. Lieutenant Richardson explained that after Washington, DC's discovery of this error, the United States Department of Justice and the Department of Treasury required that the North Idaho Violent Crimes Task Force amend the form to show the true source of the \$5154.73.

Commissioner Nelson moved to approve the amendment to the Federal Equitable Sharing Agreement/North Idaho Violent Crimes Task Force between Kootenai County (Sheriff's Office) and the United States Department of Justice and the Department of Treasury. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

- 1. Bid Open 2013-10/Airfield Pavement Maintenance/Airport**

On behalf of Airport staff, Civil Deputy Prosecuting Attorney R. David Ferguson appeared to enter a request to delay the published Bid Opening date (June 4, 2012 at 2:00 p.m.) for the Airfield Pavement Maintenance contract. Chairman Tondee noted that the scheduled opening was an advertised event and asked the staff attorneys present if the Board could delay opening the bids without incurring any contractual penalties. Mr. Ferguson explained that the request for a delay in opening the bids was due to a Federal Aviation Administration (FAA) request to amend certain construction material specifications. He opined that the material specification amendment was not a substantive change that would trigger a requirement for a new notice period. Mr. Ferguson also explained that the five (5) responsive contractors who had entered bids were made aware of the FAA requested change, and all parties had agreed to a one (1) week delay in opening the bids. Civil Deputy Prosecuting Attorney John Cafferty offered that the contract terms may require that an addendum be sent to interested parties, noticing them of the change to the published Bid Opening date.

Commissioner Green moved to continue Item #1, Bid Open 2013-10/Airfield Pavement Maintenance/ Airport, until the Business Meeting on June 10, 2013, at 11:00 a.m. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

2. Request for Qualifications/Harrison Boat Launch Renovation/Parks & Waterways

Parks and Waterways Director Nick Snyder requested that the Board approve the advertisement for Request for Qualified Bidders (RQB) and Request for Quotes for the Harrison Boat Launch renovation project. Mr. Snyder explained that under the RQB process, competitive bidding is open only to contractors who have meet preliminary supplemental qualifications set by the County. Mr. Snyder noted that due to the contaminated soils issue in the lakebed surrounding the Harrison launch, the traditional “lowest bidder” method of accepting a bid was not appropriate as, in this instance, the project required contractors’ who have specialized equipment and related ‘containment’ experience.

Commissioner Nelson moved to approve the request by Parks and Waterways to begin advertizing the Request for Qualified Bidders for the Harrison Boat Launch renovation project. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

3. Rental/Service Agreement/Cintas/KCSO

Kootenai County Sheriff’s Office (KCSO) Lieutenant Stuart Miller appeared to request that the Board approve a new thirty-six (36) month Uniform Service Agreement with Cintas for the rental of uniforms, shop towels, and utility mats. Lieutenant Miller explained that the KCSO’s agreement with ALSCO is due to expire. As a result, the staff put out requests for a new agreement. He stated that Cintas returned a bid that will save the County \$500 per year over the pricing submitted by ALSCO.

Commissioner Green moved to approve the contract between Cintas and Kootenai County (Sheriff’s Office). Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

4. Professional Services Contract/Response and Recovery Program Development/Vollmer/ Office of Emergency Management

Office of Emergency Management Manager Sandy von Behren stood to request that the Board consider approval of a Professional Services Contract with consultant Kerren Vollmer. A grant would fund Ms. Vollmer’s position, which involves instructing Emergency Operations Center personnel in Response and Recovery Program Development. Funding for the grant expires on September 30, 2013.

Commissioner Green moved to approve the Professional Services Contract between Kerren Vollmer and Kootenai County (Office of Emergency Management). Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

5. Request to Utilize Funds/Vessel Account/Boat Motors/KCSO

Kootenai County Sheriff's Office Sergeant Ryan Higgins appeared before the Board to request approval to utilize funds from the Vessel Account to replace the two malfunctioning Evinrude motors in the Sheriff's primary Marine Patrol boat with two new Mercury motors. Sergeant Higgins noted that after reviewing numerous bids to either repair/rebuild the old motors or purchase/install new motors, the Sheriff's Office determined that the cost to purchase and install two new motors was comparable to the cost of repairing/rebuilding the failed Evinrudes. He also explained that the new Mercury motors came with an added advantage of a manufacturer's three (3) year warranty.

Commissioner Nelson moved to approve the request to utilize funds from the Vessel Account to purchase new engines for the Sheriff's Marine Patrol boat. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

6. Idaho Community Development Block Grant Application/Bayview Community Center Project/Grant Management Office

Panhandle Area Council's Economic Development Planner Nancy Mabile rose to present, for the Board's approval, Bayview Community Center Foundation's (BCCF) supplemental information to amend its Idaho Community Development Block Grant application. In this instance, the Economic Advisory Council requested that BCCF amend its application by providing information to clarify how the organization planned to use any grant award for improvements to the Bayview facility. Ms. Mabile explained that BCCF's amendments included plans for the installation of an Americans with Disabilities Act (ADA) compliant lift system for use by the residents of Bayview.

Commissioner Nelson moved to approve the Bayview Community Center Foundation's amendments to the Idaho Community Development Block Grant Application for the Bayview Community Center Improvement Project. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Beaver called the roll:

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

The motion carried.

7. Temporary Operating Agreement/Downtown Shuttle/Transit *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 2:31 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Michael Beaver, Deputy Clerk