

Minutes of Meeting
Business Meeting
June 18, 2013
2:00 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 Solid Waste Director Roger Saterfiel, Parks and Waterways Administrative Secretary Ranell Sims, Building and Grounds Operations Manager Shawn Riley, 9-1-1 Director Bradley Coughenour, Major Daniel Mattos, Juvenile Probation Director Debra Nadeau, Civil Deputy Prosecuting Attorney John Cafferty and Deputy Clerk Brandie Bradley.

- 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

05/28/2013	Jail Grounding Issues
05/29/2013	Community Development Update
06/04/2013	Executive Session §67-2345(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent.
06/04/2013	Business Meeting
06/04/2013	BDPA Salary Survey Update
06/05/2013	Pre-BOE Meeting
06/07/2013	Executive Session §67-2345(1)(a) to consider the hiring of a public officer, staff member, or individual agent.
06/07/2013	Elected Officials
06/10/2013	Community Development Update
06/10/2013	Business Meeting
06/10/2013	Commissioners' Debriefing

Board Actions

Assessor's Recommendation to Adjust Tax/Valuation Parcel No's.: MZZ34W05342A, R430000003BA, H405015177AD

Treasurer's request for cancellation of taxes and solid waste fee/Parcel No.: MZZ24W011210

BOCC Signatures for Indigent Cases 06/06/2013 through 06/12/2013

Noxious Weed Control Agreements/Various Parcels

Commissioner Green moved to approve the Consent Calendar as read into the record by Chairman Tondee with a modification to the Executive Session on 06/07/2013 to also reference *Idaho Code §67-2345(1)(b)*. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

D. Changes to the Agenda: There were no changes to the agenda.

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

F. New Business:

1. Open Request for Proposals/Towing Services/KCSO

Commissioner Nelson read the four (4) Sealed Proposals received for towing services for County vehicles and County towing requests for non-County vehicles for the Kootenai County Sheriff's Office. Notice inviting Proposals was published in the *Coeur d'Alene Press* on 06/04/2013 and 06/11/2013. Merwins Towing submitted a proposal of \$0 dollars for both County and non-County Vehicles. Schaffer's Towing submitted a proposal of \$0 dollars for both County and non-County vehicles. Reliable Towing submitted a proposal of \$0 dollars for County vehicles and \$100 dollars for non-County vehicles. Recovery Masters submitted a proposal of \$.01 for County vehicles and non-County vehicles.

Commissioner Green moved to forward all four (4) bids received to the Kootenai County Sheriff's Office and Legal Department to review pricing and responsiveness to the proposal. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

2. Request for Proposal/Independent Financial Statement Audit Bid/Fiscal Year 2013-2015/Auditor

Civil Deputy Prosecuting Attorney John Cafferty explained to the Board that this was a Request for Proposal (RFP) for annual financial audit services of the Kootenai County Clerk-Auditor's Office. Mr. Cafferty advised the Board that he worked with the Auditor's Office to develop the RFP and ensured that criteria had been set in regards to scoring the individual proposals. The Commissioners had concerns over some of the criteria and wanted the opportunity to determine a selection committee and further review the guidelines. It was decided that a meeting would be set up with the Auditor's Office, Legal Department and the Board of County Commissioners to further discuss this agenda item.

Commissioner Green moved to continue this agenda item to a date uncertain. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

3. Annual Report of Commodities/CRP Contract/Department of Agriculture/Solid Waste

Solid Waste Director Roger Saterfiel came before the Board to request approval of the Annual Report of Commodities for the Conservation Reserve Program (CRP) Contract with the US Department of Agriculture for the lands south of the landfill. Mr. Saterfiel explained that this report is required to show that the County has maintained the land as required by the CRP Contract and advised the Board that this is the final year of this contract and will end on 09/30/2013.

Commissioner Green moved to approve this annual report and authorize Chairman Tondee to sign on behalf of Kootenai County. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

4. Grant Award Contract/Idaho Council on Domestic Violence and Victim Assistance (ICDVVA)/Idaho Department of Health and Welfare/Juvenile Probation

Juvenile Probation Director Debra Nadeau came before the Board to request approval of the Grant Award Contract with the Idaho Council on Domestic Violence and Victim Assistance for \$21,000 to fund a part-time, contracted Victim Impact Program Specialist position. This individual will provide advocacy, support, information, and referral for all victims of juvenile crime in Kootenai County during the grant cycle 07/01/2013 through 06/30/2014.

Commissioner Nelson moved to approve the Grant Award Contract with the Idaho Council on Domestic Violence and Victim Assistance per Juvenile Probation. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

5. Grant Agreement/WW14-1-28-1/Harrison Boat Launch Renovation/Parks & Waterways

Parks and Waterways Administrative Secretary Ranell Sims asked the Board to consider an Agreement between Kootenai County (Parks and Waterways) and the Idaho Department of Parks and Recreation (IDPR) for Grant No. WW14-1-28-1 which awards \$235,000 in grant funds for improvements at the Harrison Boat Launch. Ms. Sims explained to the Board that this grant requires a fund match of \$61,000 by the County of which \$50,000 was approved in the 2013 Budget and \$11,000 has been obtained through licensing fees. The grant period is 07/01/2013 through 06/30/2014. Funding will be available after 07/15/2013 and requires that all work is completed, and paid for, by the end of the project period.

Commissioner Green moved to approve the Grant Agreement WW14-1-28-1 for the Harrison Boat Launch Renovation between IDPR and Parks and Waterways. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

6. Interlocal Contract/Cooperative Purchasing/Houston-Galveston Area Council/KSCO/9-1-1

9-1-1 Director Brad Coughenour requested that the Board agree to the Interlocal Contract for Cooperative Purchasing between Kootenai County (KCSO/9-1-1) and the Houston-Galveston Area Council (H-GAC). Mr. Coughenour explained to the Board that this would allow Kootenai County Agencies to participate in programs established by any not-for-profit association, of which they become a member, to assist in bidding and negotiating joint purchase contracts and discount purchase agreements. H-GAC would serve as a purchasing agent, confirm orders placed by the County and direct the third party contractor to proceed in fulfilling these orders. These services will be provided to Kootenai County at no cost.

Commissioner Green moved to approve this Interlocal Contract/Cooperative Purchasing Agreement between H-GAC and Kootenai County (9-1-1) with staff direction to have this information routed to all departments for utilization. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

7. HARSB Funding Agreement/Treatment Upgrades and Expansion/Board of Commissioners

Commissioner Green explained that the Board has been asked to consider an Upgrade Funding Agreement between the City of Hayden, the Hayden Lake Recreational Water and Sewer District, the Hayden Area Regional Sewer Board (HARSB), and Kootenai County. This Agreement provides for regulatory upgrades, replacement and expansion of the sewer treatment plant and related infrastructure as governed by the Joint Powers Agreement. The estimated cost to the County will be a total of \$276,641 when the project is completed in approximately 2022. Chairman Green explained that HARSB is not requesting the funds at this time and that this estimated amount may be less when the project is completed. The Board discussed how this should be funded and Mr. Cafferty advised the Board that they can discuss the actual funding mechanisms at a later date, but that a decision needed to be made regarding the Agreement, as it must be submitted to the Department of Environmental Quality by the end of June, 2013.

Commissioner Green moved to approve the HARSB Funding Agreement for treatment upgrades and expansion of the HARSB plant. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

8. Resolution 2013-50/Surplus Property/Solid Waste

Mr. Saterfiel came before the Board to request adoption of Resolution 2013-50 to declare as surplus a tree spade that is no longer being utilized by the Solid Waste Department. Mr. Saterfiel advised that he has offered this equipment to the other Kootenai County Departments but has not found a Department that has a need for this equipment.

Commissioner Green moved to adopt Resolution 2013-50 for Solid Waste to declare as surplus a tree spade. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Brandie Bradley 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 2:47 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Brandie Bradley, Deputy Clerk