

**Minutes of Meeting
Commissioners' Debriefing
July 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 was Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 2:06 p.m.

B. Introductions: There were no introductions made.

C. Changes to the Agenda: Chairman Tondee noted that a time-sensitive issue required the Board's attention, and asked for a change to the agenda. Commissioner Nelson added that the item required discussion of a confidential report, and she suggested that the issue be addressed during an Executive Session. Commissioner Nelson asked that the Board add an agenda item to discuss an employee contract, as well. Chairman Tondee requested Board approval of two (2) new agenda items for Executive Session, pursuant to *Idaho Code* §67-2345(1)(a) and *Idaho Code* §67-2345(1)(b).

Commissioner Green moved that the Board add two (2) Executive Session items to the existing agenda, pursuant to *Idaho Code* §67-2345(1)(a) and *Idaho Code* §67-2345(1)(b), in order to discuss time sensitive issues.

Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

D. New Business:

Commissioner Green moved that the Board enter Executive Session pursuant to *Idaho Code* §67-2345(1)(a), to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, and in order to discuss a confidential Human Resources report. Commissioner Green also moved that the Board enter Executive Session pursuant to *Idaho Code* §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, and in order to discuss an employee contract issue. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

The Board entered Executive Session at 2:11 p.m.

The Board exited Executive Session at 2:35 p.m.

Chairman Tondee asked the Board to consider several questions with regard to existing County Tax Deed parcels, including Local Improvement District (LID) assessments that are due on County-owned properties in Harrison, and an update regarding the outstanding Black Rock Homeowner's Association Fees. Chairman Tondee also asked the Board to consider a question regarding the 808 Trust Fund, and how to proceed with approximately \$13,600 in excess funds that were received from a recent property settlement. Chairman Tondee agreed to follow up with Chief Deputy Treasurer Laurie Thomas regarding this issue, to obtain additional information and provide direction. Under discussion, the Board determined that the LID assessments on the Harrison properties should be added to the minimum bid amounts, to ensure that those debts are paid at the time of the sale, and that the County would not remit payment to the City of Harrison at this time. Chairman Tondee agreed to speak to the Legal department to confirm that this direction is in accordance with Idaho Statute.

The Board discussed a letter from Valley County Commissioner Gordon Cruickshank, which strongly encouraged the BOCC to continue participation in the National Association of Counties (NACo). Commissioner Nelson agreed to contact Mr. Cruickshank to confirm that the Board has already discussed this topic, and that the determination to discontinue participation still stands.

E. Old Business:

Chairman Tondee asked the Board to consider questions regarding construction in the Coroner's Office. The Board discussed current and future staffing needs within the Coroner's Office, and how those issues will affect the final layout of the present construction. The needs of the Extension Office were also considered, because of the building space that the two departments share. Chairman Tondee agreed to meet with Buildings and Grounds Operations Manager Shawn Riley to discuss options and long term planning concerns.

The Board discussed two (2) reports that were recently drafted for Board review. Commissioner Green shared the Employee Exit Interview Report, which details the reasons that individuals leave Kootenai County employment. Commissioner Nelson verified that the Board members had all received the annual Employee Pay Report, noting that she would also distribute an additional report that reflected County pay comparisons based on gender.

The Board discussed the timing of final FY2014 budget determinations, and Chairman Tondee expressed concern about reducing line item requests, such as travel increases, without having specific discussion with the applicable Department Head or Elected Official. The Board acknowledged that all budget inquiry meetings, deliberations, and determinations must be completed by the first week of August.

F. Staff Reports: There were no staff reports.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 3:21 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk