

**Minutes of Meeting**  
**Budget Meeting**  
**July 23, 2013**  
**3:00 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 Chief Deputy Clerk Pat Raffee, Finance Director David McDowell, Solid Waste Director Roger Saterfiel and Principal Planner Lauren Chaffin, Staff Accountant Kristi Graves, and Deputy Clerk Nancy Jones.

**A. Call to Order:** Chairman Tondee called the meeting to order at 3:09 p.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

The Board met for continued review and deliberation of the FY2014 budget proposal. Solid Waste Director Roger Saterfiel and Principal Planner Lauren Chaffin came before the Board to discuss capital budget requests for the Solid Waste Facility. Discussion topics included leachate removal costs, well capping, staffing changes, seasonal worker requests, and associated budget issues.

Mr. Saterfiel and Ms. Chaffin exited the meeting at 3:25 p.m.

The Board continued their budget review, discussing the overall adjustments to the A, B, and C budgets to date. Assessor Mike McDowell, Residential Appraisal Manager Darin Krier, Commercial Appraiser III Rod Braun, and Administrative Supervisor II Jan Lindquist joined the meeting at 3:32 p.m., to answer questions and review capital request line items. The Board approved the purchase of two (2) new vehicles for the Assessor's Office in FY2014, as well as a \$2,000 operating budget request for new computer licenses and a software upgrade. Finance Director David McDowell noted that revaluation funds may be used for the vehicle purchases. Security needs at the Veterans' Services Office were deliberated. The group also discussed future paperless billing options for the Assessor's departments. Assessor McDowell, Mr. Krier, Mr. Braun, and Ms. Lindquist exited the meeting at 4:04 p.m.

Coroner Deb Wilkey joined the meeting at 4:05 p.m. The Board asked questions regarding proposed laboratory and staffing changes in the Coroner's Office, and how those will be incorporated into the FY2014 budget. Ms. Wilkey also clarified budget requests associated with travel, training, and staff certifications. Ms. Wilkey exited the meeting at 4:17 p.m.

The Board continued their budget review, with discussion of Community Development expenditures, Information Systems B budget requests, and health insurance contribution amounts. Mr. McDowell reviewed a cost benefit analysis report that supported the purchase of a new tabulator machine for the Elections Department. The report indicated that the new machine could result in savings of about \$17,868 per year. The Board decided to continue their deliberation of this \$104,000 capital purchase request.

**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 4:44 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: \_\_\_\_\_  
Nancy A. Jones, Deputy Clerk