

Minutes of Meeting
Business Meeting
July 23, 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 Chief Deputy Clerk Pat Raffee, Elections Manager Carrie Phillips, Buildings and Grounds Operations Manager Shawn Riley, Airport Administrative Assistant Mary Hopkins, 9-1-1 Director Brad Coughenour, Civil Deputy Prosecuting Attorney R. David Ferguson, Noxious Weed Control Assistant Bill Hargrave, Civil Deputy Prosecuting Attorney Jamila Holmes, FTA Grant Administrator Christine Fueston, Finance Director Dave McDowell, Senior Accountant Keith Taylor, Civil Deputy Prosecuting Attorney John Cafferty, and Deputy Clerk Patti Marland-Stevens.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:00 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

06/24/2013	Commissioners' Debriefing
07/03/2013	KCEMSS FY2014 Budget Discussion
07/08/2013	Tax Exempt Revocations
07/08/2013	Riverstone West LLC Deliberation
07/08/2013	Commissioners' Debriefing
07/09/2013	Business Meeting
07/10/2013	Budget Meeting – 9:00 a.m.
07/10/2013	Community Development Update
07/10/2013	Budget Meeting – 2:00 p.m.
07/10/2013	Human Resource Discussion
07/11/2013	Idaho Transportation Department/Tax Deed Parcel Request
07/11/2013	Budget Meeting
07/11/2013	Employee Opinion Survey Presentation
07/11/2013	Mercer Benefits Renewal Discussion
07/12/2013	PTO Presentation
07/12/2013	Budget Meeting
07/12/2013	Executive Session 67-2345(1)(i) to engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed in regard to employee insurance claims.
07/15/2013	Budget Meeting
07/15/2013	Community Development Update
07/16/2013	Indigent Appeal 2013-207

Board Actions

BOCC Signatures for Indigent Cases 07/11/2013 through 07/17/2013

Noxious Weed Control Agreements/Various Parcels

Commissioner Green moved to adopt the Consent Calendar as read into the record by Chairman Tondee. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Marland-Stevens 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/Financial Audit Services/Annual Audit/Kootenai County Clerk

Commissioner Nelson opened three (3) bid proposals, each including a Financial Submittal and Qualifications submittal. Financial Submittals will not be opened until qualifications are reviewed. The three (3) responding companies providing bids were: DMT (DeCoria, Maichel & Teague), Spokane, WA; Hayden Ross, Moscow, ID; and CliftonLarsonAllen.

Commissioner Nelson moved to accept the three (3) bids as presented and forward to the selection team and Legal for review. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

2. Purchase/Security System/Access Unlimited/Elections

Elections Manager Carrie Phillips and Buildings and Grounds Operations Manager Shawn Riley presented two (2) bids that were received for security equipment and components for a motion detector surveillance system at the Kootenai County Elections Office. Due to their existing relationship with the County, Access Unlimited was the preferred choice with a bid of \$2,435.87 and \$24.95 per month for monitoring. This agreement may be added to the existing contract held with Kootenai County (Buildings and Grounds). This system includes ten (10) motion detectors with blue strobe lights. Chief Deputy Clerk Pat Raffee confirmed that the costs for the installation of the system shall come out of the Clerk’s Division Budget. This cost does not include the additional communications line needed. Mr. Riley stated that the Building and Grounds budget would cover that cost.

Commissioner Green moved to approve the purchase of a security system between Kootenai County (Elections) and Access Unlimited. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

3. Memorandum of Understanding/US Forest Service/Various Agencies/Inland Empire Cooperative Weed Management Area (IECWMA)/Noxious Weeds

Noxious Weed Control Assistant Bill Hargrave requested approval of a Memorandum of Understanding (MOU) renewal for Kootenai County (Noxious Weeds) to procure funds from the Idaho State Department of Agriculture for cost share grants to supplement weed control equipment. This MOU encourages a partnership between the US Forest Service and other various agencies in a cooperative effort to treat and manage noxious weeds on lands encompassing Benewah, Kootenai and Shoshone Counties, also referred to as the Inland Empire Cooperative Weed Management Area (IECWMA).

Commissioner Nelson moved to approve the MOU between the US Forest Service, various agencies, Inland Empire Cooperative Weed Management Area, and Kootenai County (Noxious Weeds). Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

4. Emergency Communication Commission 2014 Grant/KCSO/9-1-1

9-1-1 Director Brad Coughenour presented a request to apply for an Emergency Communication Commission 2014 Grant of \$420,258.22. The three (3) items to be purchased with grant funds are a primary logging recorder (which includes an archive integrated server), determinant based dispatch use software, and training funds for Emergency Communications Officers. Included in this grant is \$6,000 which is specified for training. This grant is to be used for purchase of equipment and the second year maintenance. Mr. Coughenour advised the Board that no administrative funds were incorporated into the grant at this time.

Commissioner Green moved to approve the 2014 Grant between Kootenai County (9-1-1) and the Emergency Communication Commission. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll.

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

5. Agreement/Grant Offer/AIP 3-16-0010-038/Airfield Pavement Maintenance/Airport

Airport Administrative Assistant Mary Hopkins asked the Board to approve action on the \$262,867 grant offer and contract with Road Products, Inc. (RPI) for an Airport equipment maintenance program. Chairman Tondee questioned as to whether there were administration dollars included in this grant. Ms. Hopkins informed the Board that the administrative dollars included are to reimburse for advertising and miscellaneous expenses that may come up. TO Engineers is the consultant who coordinated the project and some of the funds will be used to pay them for their services.

Commissioner Green moved to approve acceptance of the grant from the Federal Aviation Administration (FAA) for the Airfield pavement maintenance project. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll.

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

6. Contract Extension/LMM Leadership Group/Larson/Board of County Commissioners

The Board brought for review a proposal of a sixty (60) day extension of the Professional Services Agreement between Wade Larson and the Board of County Commissioners. The extension will commence July 16, 2013 and continue through September 13, 2013 at the rate of \$6,500 per 30 day period.

Commissioner Nelson moved to extend the Contract between LMM Leadership Group/Wade Larson and the Board of County Commissioners. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called the roll.

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

7. Lease Agreement/Riverstone West/Transit

FTA Grant Administrator Christine Fueston distributed a packet which included a two (2) month lease extension for the existing Transit Center site currently being leased from Riverstone West, LLC. During this time period the goal is to move forward with the acquisition of property for the Transit Center Project in partnership with the Coeur d'Alene Tribe.

Commissioner Green moved to approve the Lease Agreement Extension with Riverstone West for the Transit Center site. Commissioner Nelson seconded. There being no further discussion, Deputy Clerk Marland-Stevens called roll.

Commissioner Nelson: Aye

Commission Green: Aye

Chairman Tondee: Aye

The motion carried.

8. Memorandum of Understanding/Transit Center Project/Coeur d'Alene Tribe/Transit

Ms. Fueston presented a Memorandum of Understanding, which has gone through legal review by both the Coeur d'Alene Tribe (Tribe) and the County, and represents the agreement between the parties concerning the current funds available. Ms. Fueston stated that Kootenai County currently has approximately \$1,700,000 designated for the project. This MOU would cover Phase One (1) of the project, with the Tribe's purchase of the two (2) acre parcel of Lot One (1) and the County providing \$570,000 in 5307 grant funds to facilitate construction of the parking area in the current location. The improvements will include: landscaping, paving, irrigation, signage and a separation island, which would be utilized as a holding area for passengers. Questions arose regarding the subsequent lot acquisition and availability of funds. Ms. Fueston stated that Riverstone is in agreement on first right of refusal for the second parcel, which will be in effect upon the completion of the transaction of the first parcel. Ms. Fueston added that the parcel purchased for Phase Two (2) would, in all likelihood, be owned by the County. Commissioner Nelson inquired as to the agreement termination and distribution of property. Ms. Fueston informed the Board that the agreement states that there is a successor agreement in place wherein, due to Federal funds involvement, the agency or group of agencies remaining at the extraction of one of the entities will receive the entirety of the property.

Commissioner Green moved to approve the MOU for the Transit Center Project between the Coeur d'Alene Tribe and Kootenai County. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called roll.

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

9. Resolution 2013-59/Surplus Property/Prosecuting Attorney

Civil Deputy Prosecuting Attorney R. David Ferguson presented a Resolution to consider the auction of six (6) vehicles which were obtained through civil assets forfeiture. Vehicles are titled in the Prosecutor’s name and the Prosecutor does not wish to retain the vehicles for use. The vehicles in question have been declared as surplus and Mr. Ferguson requested approval of the auction of said vehicles. Proceeds of the sale shall be distributed to the Post Falls Police Department and Coeur d’Alene Police Department (to cover costs incurred in seizure of the vehicles), and to the Kootenai County Prosecutor’s Office.

Commissioner Nelson moved to approve Resolution 2013-59 to declare six (6) vehicles as surplus for the Prosecuting Attorney’s Office. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called roll.

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

G. Staff Reports: Mary Hopkins asked the Board to clarify Item #5 was also in consideration of the agreement between Kootenai County and RPI to proceed with the project. Chairman Tondee reminded Ms. Hopkins that RPI was previously awarded the contract, but that the original motion did not directly address this agreement to proceed.

Commissioner Green moved to clarify the previous motion to not only accept the grant offer to the Airport but also approve the agreement that will allow RPI to initiate the Airport Paving and Maintenance Project. Commissioner Nelson inquired if the Legal Department had reviewed the contract, and questioned whether a cap was placed on the agreement amount. Ms. Hopkins stated that the Airport has worked with RPI in the past and there are no changes or alterations to the quote. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Marland-Stevens called roll.

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

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 2:35 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Patti Marland-Stevens, Deputy Clerk