

**Minutes of Meeting
Business Meeting
July 30, 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 Senior Secretary Linda Leigh, Captain Andrew Deak, Juvenile Diversion Supervisor Kelly Hilliard, Grant Writer Jody Bieze, Legal Assistant Barb Nyquist, Civil Deputy Prosecuting Attorney Pat Braden, Civil Deputy Prosecuting Attorney John Cafferty and Deputy Clerk Patti Marland-Stevens.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:02 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

07/15/2013 Commissioners' Debriefing
07/16/2013 Request for Cancellation of Taxes
07/16/2013 Business Meeting
07/16/2013 Budget Meeting
07/17/2013 Budget Meeting
07/17/2013 Board of Ambulance Budget Approval
07/17/2013 Budget Meeting
07/17/2013 Fairgrounds FY 2014 Budget Meeting
07/19/2013 Budget Meeting 9:00 a.m.
07/19/2013 Budget Meeting 1:00 p.m.
07/22/2013 Community Development Update
07/23/2013 Release of Lien 2005-775

Board Actions

BOCC Signatures for Indigent Cases 7/18/2013 through 7/24/2013

Noxious Weed Control Agreements/ Various Parcels

Civil Division Financial Report June 2013/KCSO

Kennel License Application/Byer's Kennel

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Tondee. Commissioner Green 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. Transfer Property/Resolution 2013-57/Idaho Transportation Department

Civil Deputy Prosecuting Attorney John Cafferty presented, for the Board's consideration, Resolution 2013-57, which will allow for the sale of Parcel 53N03W035500/AIN246454 to the Idaho Transportation Department (ITD). The County seized the property in April 2013, for outstanding taxes. Representatives of the Estate of the prior owner stated, in writing, that they would not be redeeming. ITD expressed a desire to obtain the property in order to facilitate a road expansion project. The County offered the property for the amount of the unpaid taxes, which total \$2,350, and ITD agreed to pay this amount for the property.

Commissioner Green moved to approve Resolution 2013-57, approving a sale of property AIN 246454 to the Idaho Transportation Department. 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.

2. Contract/Software Renewal/Northpointe/Jail/KCSO

Captain Andrew Deak requested Board approval of a one (1) year renewal of maintenance and support services provided by Northpointe, Inc. for software which is currently being utilized by the Kootenai County Jail to classify and manage inmates. The renewal for FY2014 extends the term of the original agreement, to commence on October 1, 2013, and expire on September 30, 2014, at the annual rate of \$693.00. The previously requested budgeted amount for this service was \$660.00; however, the current invoice shows a \$33.00 increase.

Commissioner Green moved to approve the software renewal between Northpointe, Inc. and Kootenai County (Sheriff's Office - Jail). 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.

3. Agreement/Lakeland Joint School District/Juvenile Diversion

Juvenile Diversion Supervisor Kelly Hilliard came before the Board to request consideration of a Facility Use and Indemnity Agreement. This agreement will authorize Kootenai County (Juvenile Diversion) to utilize the Lakeland High School facility for drug and alcohol prevention classes to youth residing in outlying areas of the county. The classes are scheduled to begin in September 2013, and end in June 2014. This is a no-fee agreement, and has been ongoing for fifteen (15) years.

Commissioner Nelson moved to approve the agreement between the Lakeland Joint School District and Kootenai County (Juvenile Diversion). 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.

4. Lease Agreement/Keller/Airport

Airport Senior Secretary Linda Leigh came before the Board requesting consideration of a Lease Agreement between Kootenai County (Airport) and Scott T. Keller for a parcel of land which was previously leased to Robert Bush. Mr. Bush has advised the Board that he wishes to terminate his lease with the County, as he has sold the hangar that is located on the property to Scott T. Keller. The lease will become effective July 30, 2013, and will remain in effect for a period of twenty-five (25) years, through 2038, with a renewal option. The monthly rent shall be \$206.25, based upon the lease rate of \$.18 per square foot per year. The monthly rent will be reviewed and adjusted every five (5) years. Proof of insurance has been provided as required.

Commissioner Green moved to approve Kootenai County (Airport) to cancel the lease with Robert Bush and enter into a new lease with Scott T. Keller. 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.

5. Contract/Professional Services/Panhandle Area Council/Alpine Meadows Water & Sewer/Grant Management Office

Grant Writer Jody Bieze presented, for the Board’s consideration, a Professional Services Contract between Kootenai County (Grant Management Office) and Panhandle Area Council (PAC), which establishes the grant administration services that will be provided with regard to the Alpine Meadows Water and Sewer District Water System Improvements Project. PAC will be paid an amount not to exceed \$26,500. The contract takes effect on July 24, 2013, and provides that all services will be completed no later than December 31, 2014 (or at grant closeout).

Commissioner Green moved to approve the Professional Service Contract between Panhandle Area Council and Kootenai County (Grant Management Office) for the writing and management of the Alpine Meadows Water & Sewer Grant. 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.

6. Resolution 2013-60/Classify Records/Civil Prosecuting Attorney

Mr. Cafferty brought before the Board a request to consider Resolution 2013-60 to classify records for the Civil Prosecuting Attorney’s office as permanent. These records consist of Case Box 155 (Personnel Files from the Sheriff’s Department from April 2003 through June 2003) and Case Box 156 (Concerned Taxpayers Case one-half cent sales tax increase from June 2003, which has been settled by the Supreme Court with no appeals pending). These records have exceeded the ten (10) year retention requirement for permanent records.

Commissioner Green moved to approve Resolution 2013-60 to classify the records brought forth as permanent. 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.

7. Resolution 2013-61/Destroy Records/Civil Prosecuting Attorney

Mr. Cafferty brought before the Board a request to consider Resolution 2013-61 to destroy records for the Civil Prosecuting Attorney's office. These records consist of those records previously classified in Resolution 2013-60.

Commissioner Green moved to approve Resolution 2013-61 to destroy the records classified in Resolution 2013-60. 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.

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 2:15 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Patti Marland-Stevens, Deputy Clerk