

**Minutes of Meeting
Commissioners' Debriefing
October 16, 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 Major Dan Mattos, Civil Deputy Prosecuting Attorney Jamila Holmes and Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 2:05 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:

Chairman Tondee noted that Civil Deputy Prosecuting Attorney Jamila Holmes was present for an Executive Session, which would address an ongoing Kidd Island Bay property issue, and he suggested that this item should be addressed first.

Commissioner Green moved to enter Executive Session, pursuant to *Idaho Code* §67-2345(1)(f), to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated with regard to the Kidd Island Bay property issue. Chairman Tondee 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 2:08 p.m.

Chairman Tondee noted that Ms. Holmes would be attending the Executive Session.

The Board exited Executive Session and resumed the regular meeting at 2:25 p.m. At this time, Ms. Holmes left the meeting and Solid Waste Director Roger Saterfiel joined the meeting. No action was taken as a result of the Executive Session.

Mr. Saterfiel came before the Board to discuss a contract renewal that was scheduled for Board consideration at an upcoming Business Meeting. Mr. Saterfiel explained that Parametrix has been providing environmental engineering services to the Solid Waste Department for a number of years. Due to the fact that the company has an established knowledge of the processes and needs of the department, Mr. Saterfiel requested that the contract for these services could be awarded without going out for bid. In addition, Mr. Saterfiel requested that the new contract could be for a three (3) year period, as no expansion or design work are anticipated over the next few years. The Board determined that Solid Waste contracts are not required to go through the bid process, but that they would prefer to continue using a one (1) year contract, so as not to encumber future Boards and avoid additional

requirements regarding appropriation clauses. The contract amount will be approximately \$151,000, which reflects a slight decrease from the previous contract.

Mr. Saterfiel left the meeting at 2:35 p.m.

The Board discussed the necessity of forming a committee to research Fleet Management options and report their findings to the Board. Commissioner Nelson suggested that participating employees should be knowledgeable with regard to the County's fleet management needs. Further, Commissioner Nelson recommended that the committee's scope should include general fleet management needs, fueling station considerations, vehicle rotation, and the possibility of hiring an external firm to conduct a feasibility study in association with these needs. The Board agreed that this committee should include a representative from the departments that use vehicles on a regular basis (including the Sheriff's Office, the Assessor's Office, and Community Development), as well as a representative from the Auditor's Department. In response to a question from Major Mattos, Commissioner Nelson clarified that no budget is being allocated for fleet management changes at this time, and that the purpose of the committee is only to research and report on options, costs, and potential timelines.

Commissioner Green reported that the final results of the employee Paid Time Off (PTO) poll were tallied, with 184 in support and 253 against the PTO proposal. As a result, Commissioner Green recommended that the plan should not move forward at this time. Chairman Tondee and Commissioner Nelson expressed surprise at the outcome, but agreed that without the support of a majority of employees, no policy change should be implemented. Chairman Tondee stated his opinion that this proposal would have resulted in a huge benefit to the employees. Commissioner Nelson acknowledged the hard work that was done by the committee members, in trying to share information with as many employees as possible and to create amendments in an attempt to build a mutually agreeable proposal. The attendees discussed the nature of the outcome. Commissioner Green stated that he would distribute an informational memorandum within a few days, informing employees of the outcome.

Commissioner Green brought forward the issue of a proposed enhanced animal cruelty ordinance for Kootenai County. Commissioner Green explained the history of the issue, and informed the Board that a statewide initiative is being considered in regard to the issue. At this time, the County Commissioners were being asked to consider adopting an ordinance that would toughen the animal cruelty laws in the County. Major Mattos noted that if the proposed ordinance went through, it could have a significant financial impact, especially in the event of cases involving the confiscation of horses. Options for increasing monetary penalties on animal cruelty cases were discussed. Commissioner Green agreed to follow up with Prosecutor Barry McHugh to discuss the issue in further detail.

Major Mattos left the meeting at 2:58 p.m.

Chairman Tondee informed the Board that a tax deed auction has been scheduled for November 18, 2013. The Treasurer's Office anticipates that four (4) properties will be included in the sale. Three (3) of these properties were sold at the previous tax deed auction, but the sales were not closed. The final property was a parcel that did not sell at the last auction. The Board agreed that the minimum bid required would be the amount of taxes due on the parcel. Bidders will have to provide a cashier's check for that full amount at the time that their winning bid is accepted, and the amount will be nonrefundable, in the event that the purchase is not completed. Because this is a significant change to the previous rule that required only \$100 in certified funds, Commissioner Green suggested that a press release should be issued to explain the amended requirement. Commissioner Nelson mentioned that this decision may conflict with a historical Board policy and the information that was distributed by the Treasurer's Office. Commissioner Nelson stated that she would look for the old policy and present it to

the Board for review. Chairman Tondee informed the group that Chief Deputy Treasurer Laurie Thomas would take responsibility for the advertising, press release(s), and details of the sale.

The Board moved on to the issue of liaison rotation. Commissioner Nelson explained that any draw of a department (or official) for which a Commissioner had already served as their liaison would then require a re-draw to ensure complete rotation of departments. The final rotation resulted as follows:

Commissioner Nelson will serve as the Board liaison for Human Resources, Buildings and Grounds, Veterans' Services, Transit, Office of Emergency Management, and Information Systems. She will also serve as the County Clerk, District Judge, and Prosecutor liaison.

Commissioner Green will serve as the Board liaison for the Airport, Community Development, Adult Misdemeanor Probation, Juvenile Probation, and Reprographics. He will also serve as the Assessor and Coroner liaison.

Chairman Tondee will serve as the Board liaison for Juvenile Detention, the Public Defender's Office, Solid Waste, the Grant Compliance Office, Parks and Waterways, Noxious Weeds, and the Board's Administration. He will also serve as the Board liaison to the Treasurer and the Sheriff.

The department associations will take effect as of November 1, 2013.

Chairman Tondee brought forward the annual request for the Greyhound Park and Event Center simulcast approval. This letter is signed by the Board every year, in order to meet the Racing Commission's requirement for authorization of a daily simulcast.

Commissioner Nelson moved to approve the letter to the Racing Commission regarding the Coeur d'Alene Racing Limited dba Greyhound Park and Event Center, permitting a simulcast each day of the week through 2014, effective January 1, 2014. Commissioner Green 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.

Chairman Tondee asked the Board to consider the timing of the Attorney Pay Band adjustments.

Chairman Tondee explained that he was under the opinion that those pay adjustments were promised to take effect as of October 1, 2013, and that he would prefer to enact those adjustments as of that date. The Board discussed the benefits and drawbacks to enacting these adjustments prior to the more general wage adjustments that are scheduled for December 2013, and determined that the attorney pay band should be adjusted as of the current pay period (October 6 through October 19, 2013).

Commissioner Green moved to adopt and immediately enact the proposed Attorney Pay Band adjustments for the Prosecutor's Office, the Public Defender's Office, and the law clerks, effective as of the current pay period. 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.

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 3:57 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk