

**Minutes of Meeting
Business Meeting
November 19, 2013
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Jai Nelson met to discuss the following agenda items. Also present were 9-1-1 Director Bradley Coughenour, Accounting Technician Lori Shaw, Finance Director David McDowell, Court Services Manager Nicole Vigil, Human Resources Director Skye Reynolds, Human Resources Specialist Kimberley Buffin, Assessor Mike McDowell, Civil Deputy Prosecuting Attorneys Pat Braden and John Cafferty, and Deputy Clerk Brandie Bradley. Commissioner Dan Green was excused.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** 9-1-1 Director Bradley Coughenour led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Tondee read the items listed on the Consent Calendar.

Minutes of Meetings

- 11/05/2013 Business Meeting
- 11/06/2013 Request for Cancellation of Taxes
- 11/06/2013 Commissioners' Debriefing
- 11/07/2013 Community Development Update
- 11/07/2013 Facilities Master Plan Financing
- 11/12/2013 Indigent Appeal 2013-477
- 11/12/2013 Request for Reduction 2013-85
- 11/12/2013 Executive Session §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.
- 11/14/2013 Justware Update
- 11/14/2013 Executive Session §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 (ICRMP)
- 11/14/2013 Community Development Update

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No.: MZZ15W21114A

Affidavit of Treasurer's Monthly Report/October, 2013

BOCC Signatures for Indigent Cases: 11/07/2013 through 11/13/2013

Release of Lien/R-000-036-5340/Cramer/Noxious Weed Control

Kennel License Renewal: Arnold/Spirit of the Wind Siberians

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Tondee. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
Chairman Tondee: Aye

The motion carried.

D. Payables List:

The Board discussed the Payables List dated November 14, 2013, Payment Plus List dated November 14, 2013, and P-Card List dated October 26, 2013 through November 15, 2013.

Commissioner Nelson moved to approve the Payables List, Payment Plus List and P-Card List. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
Chairman Tondee: Aye

The motion carried.

E. Changes to the Agenda: There were no changes to the agenda.

F. Old Business: There was no old business discussed.

G. New Business:

1. Maintenance Agreements/Copier/Scanner/Fax/MP5001/50282/50283/50284/50285/District Court

Court Services Manager Nicole Vigil requested that the Board approve the four (4) Maintenance Agreements between Kootenai County (District Court) and H & H Maintenance Systems for the copiers, scanners and facsimile machines used by District Court. Ms. Vigil explained to the Board that these agreements are identical to last year's agreements. These maintenance agreements are effective November 1, 2013 through October 1, 2014.

Commissioner Nelson moved to approve Maintenance Agreement No.: MP5001 for 50282, 50283, 50284, and 50285, between Kootenai County (District Court) and H & H Maintenance Systems. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
Chairman Tondee: Aye

The motion carried.

2. Memorandum of Understanding/Idaho Public Television/Time Warner Cable/Road User Maintenance Agreement/Canfield Mountain/KCSO/9-1-1

9-1-1 Director Bradley Coughenour came to request that the Board approve the Memorandum of Understanding (MOU) between Kootenai County (9-1-1), Idaho Public Television, and Time Warner Cable. This MOU establishes responsibilities for the funding and maintenance of the United States Forest Service road used to access the Canfield Mountain communication site. Mr. Coughenour explained that the United States Department of Agriculture/Forest Service does not maintain this access. Mr. Coughenour further explained that this road is in such a state of disrepair it is a safety concern, and requires extensive repairs so that providers can access the communications site. Mr. Coughenour advised that he would like to have this MOU approved prior to obtaining the Special Use Permit from the United States Department of Agriculture/Forest Service. The Board expressed concerns regarding the references in the MOU, especially in regard to the draft copy of Exhibit B, Operation and Maintenance Plan. The Board agreed that this MOU should be resubmitted after the final draft of this Exhibit has been obtained. The estimated costs for repairs to the road are \$71,000.

Commissioner Nelson moved to continue this MOU to a date uncertain, in order to allow Mr. Coughenour to obtain a final copy of the Operation and Maintenance Plan, as approved by the United States Department of Agriculture/Forest Service. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

3. Special Use Permit/Canfield Mountain/US Department of Agriculture/Forest Service/KCSO/9-1-1

Mr. Coughenour asked the Board to approve an application for a Special Use Permit, which will allow the County to maintain existing Forest Service Trails #1562 and #2342. These trails are used to access the communications site on Canfield Mountain. Mr. Coughenour explained that this permit will expire on May 31, 2014, and a full permit will then be issued by the United State Department of Agriculture/Forest Service to Kootenai County (9-1-1). There is no cost to Kootenai County to obtain this permit. Maintenance and repair costs for this access are the responsibility of Kootenai County (9-1-1), and possibly Idaho Public Television and Time Warner Cable.

Commissioner Nelson moved to approve the Special Use Permit for Canfield Mountain between Kootenai County (9-1-1) and the United States Department of Agriculture/Forest Service. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

4. Agreement/Intern and Volunteer Agreement/Union Gospel Mission Business Practicum/Human Resources

Human Resources Director Skye Reynolds requested that the Board consider an agreement between Kootenai County (Human Resources) and Union Gospel Mission (UGM). This agreement allows for the placement of individuals involved in the UGM Recovery Program and Vocational Advancement Training Program to be placed into intern/volunteer positions with Kootenai County. The maximum placement term will not exceed 240 hours and each intern would work twenty (20) to twenty-six (26) hours per week. Civil Deputy Prosecuting Attorney Pat Braden advised the Board that this agreement does not conflict with the County's current policy for interns and that Worker's Compensation Coverage is provided to all interns that volunteer at the County.

Commissioner Nelson moved to approve the agreement between Kootenai County (Human Resources) and Union Gospel Mission for intern and volunteer placements. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
Chairman Tondee: Aye

The motion carried.

5. Resolution 2013-91/Cancellation of Taxes, Penalties, Interest/056000020040/AIN 129223/Johnson

The Board discussed with Civil Deputy Prosecuting Attorney John Cafferty Resolution 2013-91, Cancellation of Taxes, Penalties, and Interest for Tracey Johnson, AIN 129223. Mr. Cafferty explained to the Board that this Resolution will finalize actions taken by the Board to cancel penalties and interest.

Commissioner Nelson moved to adopt Resolution 2013-91 for Tracey Johnson, AIN 129223. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
Chairman Tondee: Aye

The motion carried.

6. Resolution 2013-92/Cancellation of Taxes, Penalties, Interest/MCN000001080/AIN 194532/McGiboney

The Board considered Resolution 2013-92, Cancellation of Taxes, Penalties, and Interest for Julia McGiboney, AIN 194532. This Resolution will finalize actions taken by the Board to cancel taxes, penalties, and interest owed by Ms. McGiboney for 2011.

Commissioner Nelson moved to adopt Resolution 2013-92 for Julia McGiboney, AIN 194532. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
Commissioner Green: Excused
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 2:50 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Brandie Bradley, Deputy Clerk