

**Minutes of Meeting
Business Meeting
December 10, 2013
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Jai Nelson and Commissioner Dan Green met to discuss the following agenda items. Also present were Prosecutor Barry McHugh, Parks and Waterways Director Nick Snyder, Buildings and Grounds Operations Manager Shawn Riley, Accounting Technician Lori Shaw, Captain Kim Edmondson, Noxious Weed Assistant Bill Hargrave, Emergency Management Manager Sandy Von Behren, Lieutenant John Holecek, Human Resources Director Skye Reynolds, Community Development Director David Callahan, Civil Deputy Prosecuting Attorney John Cafferty and Deputy Clerk Brandie Bradley.

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

Minutes of Meetings

11/06/2013	Site Visit/MSP11-0001/Monument Heights/Community Development
11/07/2013	Signing/CUP13-0004/Arnold/Community Development
11/22/2013	Natural Resource Advisory Board Interview (Stevens)
11/22/2013	Department Heads
11/25/2013	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.
11/26/2013	Indigent Appeal 2013-361
11/26/2013	Indigent Appeal 2013-479
11/26/2013	Indigent Appeal 2013-481
11/26/2013	Tax Exempt Application Hearing
11/26/2013	Business Meeting
12/02/2013	Community Development
12/03/2013	Lien Release 2006-632
12/03/2013	Debt Forgiveness Request/2013-59/Police Hold

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No's.: C18560020070; P6900021001A; H59110060300; 089480150070; P76000020080; MJF000040100; MZZ75W23144F; MPL00000029A; 00340013004A; 53N04W258650; ENHH00013003; C0270001002B; CK1290010120; HJ3440070160

Request for Tax Exempt Status/Approval Order/PK3860000020/AIN 326332 Trinity Group Homes, Inc.

Request for Tax Exempt Status/Denial Order/C6105000024A/AIN 124969 Candlelight Fellowship, Inc.

Affidavit of Treasurer's Monthly Report/November 2013

BOCC Signatures for Indigent Cases: 11/28/2013 through 12/04/2013

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

D. Payables List: Chairman Tondee presented the Payables List for December 2, 2013 through December 6, 2013.

Commissioner Nelson moved to approve the Payables List beginning with Check No. 474496, for a total amount of \$417,962.73. Commissioner Green seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

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

E. Changes to the Agenda: Chairman Tondee advised that two (2) changes to the agenda were requested. Memorandum of Understanding/Idaho Attorney General/Prosecuting Attorney's Office was added due to time constraints, and a request was made to remove Item #8 Agreement/Kootenai Hospital District/KCSO.

Commissioner Nelson moved to amend the agenda to add Memorandum of Understanding/Idaho Attorney General/Prosecuting Attorney's Office and to remove Item #8 Agreement/Kootenai Hospital District/KCSO. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

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

G. New Business:

Memorandum of Understanding/Venture 6 LLC/Ingress and Egress/Mowry Park/Parks and Waterways

Parks and Waterways Director Nick Snyder requested that the Board consider the Memorandum of Understanding (MOU) between Kootenai County (Parks and Waterways) and Venture 6, LLC (Berg Family). Mr. Snyder advised that the Berg Family allows the County to access Gasser Point in the Mowry State Park through the property owned by the Berg Family. Mr. Snyder explained to the Board that the County can access Gasser Point by boat, but that this is the only access by land. This MOU will be in effect for five (5) years.

Commissioner Nelson moved to approve the MOU between Kootenai County (Parks and Waterways) and Venture 6, LLC (Berg Family). Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

Contract/Tedesco/Hearing Examiner/Community Development

Community Development Director David Callahan asked the Board to consider the Independent Contractor Agreement between Kootenai County (Community Development) and Mike Tedesco. Mr. Tedesco will act as an Independent Hearing Examiner on cases assigned by the County. The agreement will be in effect from December 1, 2013 through November 30, 2014.

Commissioner Green moved to approve the Independent Contractor Agreement between Kootenai County (Community Development) and Mike Tedesco. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Memorandum of Understanding/Idaho Attorney General/Prosecuting Attorney's Office

Prosecutor Barry McHugh requested that the Board approve the MOU between Kootenai County (Prosecutor's Office) and the Office of the Attorney General. Mr. McHugh advised that the Office of the Attorney General will reimburse wages and benefits for Task Force Investigator Paul Farina through the Internet Crimes Against Children (ICAC) Unit. Mr. Farina will continue to perform the duties assigned by the County, but will also provide assistance to the Office of the Attorney General as needed.

Commissioner Nelson moved to approve the MOU between Kootenai County (Prosecutor's Office) and the Office of the Attorney General. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

2013 Emergency Management Program Grant (EMPG) Award/Idaho Bureau of Homeland Security/Office of Emergency Management

Emergency Management Manager Sandy Von Behren asked the Board to consider the 2013 Emergency Management Program Grant (EMPG) Sub-Grant Award. Ms. Von Behren explained that this grant requires one hundred percent (100%) matching funds. The total grant award is \$86,235.07 and is available during the performance period of October 1, 2012 to August 30, 2014.

Commissioner Green moved to approve the 2013 EMPG Sub-Grant Award for the Office of Emergency Management. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

2013 State Homeland Security Grant Program (SHSP) Award/Idaho Bureau of Homeland Security/Office of Emergency Management

Ms. Von Behren requested that the Board approve the 2013 State Homeland Security Program (SHSP) Sub-Grant Award and MOU. Ms. Von Behren stated that this grant requires no matching funds. These funds are used for the sharing of information, emergency response systems, communications and infrastructure. A portion of these funds will be retained by the State for education and training. The total grant award is \$174,727.86, and the funding is available for approved expenditures during the performance period of October 1, 2012 to August 30, 2014. Ms. Von Behren explained that the MOU is between Kootenai County (Office of Emergency Management) and multiple emergency response agencies and allows the emergency response agencies to receive reimbursement for approved equipment and expenditures through this Grant.

Commissioner Nelson moved to approve the 2013 SHSP Sub-Grant Award for the Office of Emergency Management and the MOU between Kootenai County (Office of Emergency Management) and the multiple emergency response agencies. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

2014 Inland Empire CWMA Cost Share Grant Application/Noxious Weed Control

Noxious Weed Assistant Bill Hargrave asked the Board to consider the Idaho State Department of Agriculture (ISDA) grant application. These grant funds will be used to inventory, treat and eradicate noxious weeds found in the Inland Empire Cooperative Weed Management Area (IECWMA). The total amount that Kootenai County will receive from this grant is \$13,800.

Commissioner Green moved to approve the ISDA grant application for Noxious Weed Control. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Change Order/Phase 3 Jail Parking Lot Project/T-O Engineers/Buildings and Grounds/KCSO

Buildings and Grounds Operations Manager Shawn Riley requested that the Board approve Change Order No. 2 for phase three (3) of the Jail Parking Lot Rehabilitation. This will allow the project completion date to be changed from October 24, 2013 to August 31, 2014. Mr. Riley explained that this change is a result of weather delays, which prevented completion of the crack sealing, fog sealing, and striping of the South portion of the main parking lot. There is no cost to the County for this change.

Commissioner Nelson moved to approve Change Order No. 2 for phase three (3) of the Jail Parking Lot Rehabilitation. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Change Order/Phase 4 Jail Parking Lot Project/T-O Engineers/Buildings and Grounds/KCSO

Mr. Riley asked the Board to approve Change Order No. 3 for phase four (4) of the Jail Parking Lot Rehabilitation Project. Captain Kim Edmondson explained that the initial bid for this project included traffic control devices that were not adequate. Captain Edmondson stated that as a result, there were traffic accidents and blockages in front of the Sheriff's Office. TrafficCorp provided an additional large traffic reader board to direct patrons of the Sheriff's Office, which resulted in an additional expenditure of \$1,380.

Commissioner Green moved to approve Change Order No. 3 for phase four (4) of the Jail Parking Lot Rehabilitation Project and directed the expenditure to be funded by the Justice Contingency Fund. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Agreement Kootenai Hospital District/KCSO *Pulled*

Sheriff's Matrices/2013-2014 Pay Plan/Human Resources

Human Resources Director Skye Reynolds requested that the Board approve the 2013-2014 Pay Plan Matrices for the Sheriff's Office. This pay plan is effective as of December 1, 2013, for Pay Period No. twenty-six (26).

Commissioner Green moved to approve the 2013-2014 Pay Plan Matrices for the Sheriff's Office. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Letters of Appointment/Airport/Off-Highway/Planning and Zoning/Snowmobile/Waterways/Advisory Boards

Commissioner Green stated that following Advisory Board appointments were being presented for Board consideration and approval:

Airport

- John Adams and Wally Meyers will be reappointed.
- Brian Simpson will be newly appointed.
- Jim Warren has resigned.

Off Highway

- Larry White and Ryan Higgins will be reappointed.
- Frank Axtell will be newly appointed.
- Dan Loughlin has resigned.

Noxious Weed Control

- Rob Rider, Bob Grangaard, and Judd Reed will be reappointed.
- David Klaw and Michael Mallory will be newly appointed.
- Serena Carlson, Matthew Schuster, and Marvin Jordan have resigned.

Planning and Zoning

- Collin Coles, Wes Hanson, and John Malloy will be reappointed.

Parks and Waterways

- Jim Aucutt, John Condon, and Doug Allman will be reappointed.

Snowmobile

- Del Kerr and Dale Adickes have been reappointed.
- Steve Powers is newly appointed.
- Dave Bonasera has resigned.

The members of all of the Airport, Noxious Weed, Parks and Waterways and Snowmobile Advisory Boards will serve a term of three (3) years, which will begin on January 1, 2014 and expire on December 31, 2016 and Planning and Zoning appointments will begin February 1, 2014 and expire on January 31, 2017. The Off Highway Advisory Board members will serve a two (2) year term, commencing on January 1, 2014 and expiring on December 31, 2016. Commissioner Green advised that letters have been prepared for mailing to all of the applicants, reappointed members, appointed members, and departing members.

Commissioner Green moved to approve the appointments to the advisory boards. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Sealed Bids/AIN No's.: 180345/238557/126712/114161/Herman/Tridaho Ventures Inc.

Chairman Tondee advised that these parcels were taken through the tax deed process. Commissioner Nelson opened the four (4) sealed bids for AIN No's.: 180345, 238557, 126712, and 114161. Tridaho Ventures, Inc. bid five dollars (\$5.00) for AIN 114161, five dollars (\$5.00) for AIN 180345, and one dollar (\$1.00) for AIN 238557. Larry Herman bid five dollars (\$5.00) for AIN 126712.

Commissioner Green moved to accept the sealed bids under advisement, so that the Board has the opportunity to review the parcels and render a decision at the next Business Meeting, to be held on December 17, 2013.

Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Resolution 2013-93/Elected Official's Salaries

Chairman Tondee presented Resolution 2013-93, which sets the Elected Officials salaries. All Elected Officials will receive a two and one half percent (2.5%) increase to their salaries, with three (3) exceptions: Prosecutor Barry McHugh will receive a reduced amount and Treasurer Tom Malzahn and Assessor Mike McDowell will not receive an increase, as they received an increase last year.

Commissioner Nelson moved to adopt Resolution 2013-93 to set the Elected Officials salaries, which will be effective this current pay period. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye
 Commissioner Green: Nay
 Chairman Tondee: Aye

The motion carried.

Resolution 2013-97/Surplus Equipment/Board of Commissioners

Chairman Tondee explained that there are two (2) Canon copiers that are no longer being used by the Commissioner's staff. These copiers are worth less than two-hundred and fifty dollars (\$250) each.

Commissioner Green moved to adopt Resolution 2013-97 to declare as surplus two (2) Canon copiers. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the 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 2:45 p.m.

Respectfully submitted,

PAT RAFFEE, CHIEF DEPUTY CLERK

BY: _____
Brandie Bradley, Deputy Clerk