

**Minutes of Meeting
Business Meeting
December 30, 2013
9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Dan Green met to discuss the following agenda items. Also present were Solid Waste Director Roger Saterfiel, Sheriff Ben Wolfinger, Elections Manager Carrie Phillips, Accounting Technician Lori Shaw, Accounting Clerk Jessica Guenther, Information Systems Manager Valerie Soumas, Juvenile Detention Administrative Secretary Rhonda Hall, Civil Deputy Prosecuting Attorney R. David Ferguson and Deputy Clerk Brandie Bradley. Commissioner Jai Nelson was excused.

- A. Call to Order:** Chairman Tondee called the meeting to order at 9:00 a.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

12/05/2013	Public Hearing/OR13-0001/Community Development
12/09/2013	Commissioners' Debriefing
12/10/2013	Transit and 'G' Drive Overview
12/17/2013	Business Meeting
12/17/2013	Kootenai County Republican Central Committee Ordinance
12/18/2013	Tax Exempt Applications
12/19/2013	Waterways Advisory Board
12/20/2013	Architects West – Scott Fischer
12/20/2013	Executive Sessions §67-2345(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 and §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 (Stone).

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No's.: ECL024W25001; ECE033W30002; EARC00014008; EFC014W23002; EJSC00001005; EJTH00014008; ECE033W01001; ECER00001006; EMDC00011087; EGCH00008001; EMF014W06001; ECEH00011010

Treasurer's Request for Extension on Taxes/Parcel No's.: MKL000120090; MQC000000120; MTF0000223B; MTF0000222A; MKT000C00070; MAN000000380; MPL0000003B; MKT000A10310; MIF00000017A; MIF0000009B; MBN00001026A; MKA000000110; MTF000002170; MZZ34W05343F; MBN000050030; MKT000E00680; MLL000000EB; MZZ74W114130; MZZ03W223230; MJL00000030

BOCC Signings/Community Development: CUP13-0012 Isham; CUP13-0005 Thomas

Treasurer's Report/December 27, 2013

BOCC Signatures for Indigent Cases: 12/19/2013 through 12/25/2013

Commissioner Green 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: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

D. Payables List: Chairman Tondee presented the Payables List for December 23, 2013, through December 27, 2013.

Commissioner Green moved to approve the Payables summary for December 23, 2013, through December 27, 2013. Chairman Tondee seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

E. Changes to the Agenda: Chairman Tondee advised that item #6, Resolution 2013-105/Surplus Property/Human Resources is not ready for discussion today and should be removed from the agenda.

Commissioner Green moved to remove item #6, Resolution 2013-105/Surplus Property/Human Resources from the agenda. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

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

F. New Business:

Authorize Staff to Receive/Open Bids/Bid 2013-14/Small Engine Recycling/Solid Waste

Solid Waste Director Roger Saterfiel asked the Board to give staff permission to open the bids received for small engine recycling. Mr. Saterfiel explained that the bid closing is Tuesday, December 31, 2013, at 2:00 p.m.

Commissioner Green moved to authorize staff to open the small engine recycling bids at 2:00 p.m. December 31, 2013, and to forward these bids to Solid Waste for review. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Subscription/License Agreement/CopLogic/KCSO

Sheriff Ben Wolfinger requested that the Board consider the Subscription/License Agreement between Kootenai County (Sheriff's Office) and CopLogic Inc. Sheriff Wolfinger explained that this software will allow the public to file police reports on-line. The costs for this contract will be funded by grant funds that do not require a match by the County.

Commissioner Green moved to approve the Subscription/License Agreement between Kootenai County (Sheriff's Office) and CopLogic, Inc. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Closing Documents/Parcel 53N03W035500/AIN 246454/Idaho Transportation Department/Alliance Title/Board of Commissioners

Chairman Tondee explained that these are the closing documents which will finalize the sale of Parcel No. 53N03W035500/AIN 246454 to the Idaho Department of Transportation. Chairman Tondee explained that the transportation department will be using this property for the expansion of Highway 95 between Garwood and Sagle.

Commissioner Green moved to approve the closing documents for AIN 246454 and authorized Chairman Tondee to sign these documents on behalf of the Board of County Commissioners. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-103/Classify Records/Elections

Elections Manager Carrie Phillips asked the Board to adopt Resolution 2013-103, which classifies documents as temporary. Ms. Phillips explained that these documents have met the retention requirements and are no longer required to be maintained.

Commissioner Green moved to adopt Resolution 2013-103, to classify records for the Elections Department as temporary. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-104/Destroy Records/Elections

Ms. Phillips requested that the Board adopt Resolution 2013-104, which allows the documents classified as temporary by Resolution 2013-103, to be destroyed.

Commissioner Green moved to adopt Resolution 2013-104, which allows for the destruction of documents classified as temporary through Resolution 2013-103. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-105/Surplus Property/Human Resources *Pulled*

Resolution 2013-108/Classify Records/Juvenile Detention

Juvenile Detention Administrative Secretary Rhonda Hall asked the Board to consider Resolution 2013-108, which classifies Juvenile Detention records that have surpassed their statutory life as semi-permanent, so that they are eligible for destruction.

Commissioner Green moved adopt Resolution 2013-108, which classifies records for Juvenile Detention as semi-permanent. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-109/Destroy Records/Juvenile Detention

Ms. Hall requested that the Board consider Resolution 2013-109, which authorizes destruction of Juvenile Detention records which are classified as semi-permanent by Resolution 2013-108.

Commissioner Green moved to adopt Resolution 2013-109, which allows for the destruction Juvenile Detention records classified as semi-permanent through Resolution 2013-108. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-110/Classify Records/KCSO

Sheriff Wolfinger asked the Board to consider Resolution 2013-110, which classifies public records maintained by the Sheriff's Office as permanent, semi-permanent and temporary as they have surpassed the statutory retention period.

Commissioner Green moved to adopt Resolution 2013-110, which classifies records maintained by the Sheriff's Office as permanent, semi-permanent, and temporary. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Resolution 2013-111/Destroy Records/KCSO

Sheriff Wolfinger requested that the Board consider Resolution 2013-111, which allows the Sheriff's Department to destroy documents classified by Resolution 2013-110.

Commissioner Green moved to adopt Resolution 2013-111, which allows the Sheriff's Office to destroy documents classified through Resolution 2013-110. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Excused

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 9:15 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

BY: _____
Brandie Bradley, Deputy Clerk