

**Minutes of Meeting
Business Meeting
January 28, 2014
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 Chief Deputy Clerk Pat Raffee, Elections Manager Carrie Phillips, Accounting Technician Lori Shaw, Solid Waste Director Roger Saterfiel, Airport Director Greg Delavan, Buildings and Grounds Operations Manager Shawn Riley, Captain Kim Edmondson, Prosecutor Barry McHugh, Chief Prosecuting Attorney Barry Black, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson and Deputy Clerk Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:04 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

01/21/2014 Business Meeting

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No's.: PK3300050060; 51N04W108001

Board of Equalization/Valuation Amendment/Parcel No.: OK01800500110

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

Affidavit of Treasurer's Report/January 24, 2014

BOCC Signatures for Indigent Cases 01/16/2014 through 01/22/2014

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 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 January 21, 2014, through January 24, 2014.

Commissioner Green moved to approve the Payables summary for January 21, 2014, through January 24, 2014, in the amount of \$592,209.47 and Jury Panel Payments in the amount of \$3,892.16. Chairman Tondee 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:** There were no changes to the agenda.

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

G. **New Business:**

Award Bid 2014-01/Waste Handler/Dozer/Solid Waste

Solid Waste Director Roger Saterfiel explained that two (2) bids were received in response to Bid 2014-01. The Notice Inviting Bids was published in the *Coeur d'Alene Press* on December 30, 2013, and January 6, 2014. The bid received from Rowand Machinery did not meet the specifications that were needed and was therefore, nonresponsive. Mr. Saterfiel explained that Western States Equipment met all of the specifications and recommended that the bid be awarded to Western States Equipment in the amount of \$254,301.26 for the purchase of one (1) Waste Handler/Dozer for the Solid Waste Department.

Commissioner Nelson moved to award bid 2014-01 to Western States Equipment. 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.

Award Bid 2014-02/Transfer Trailers/Solid Waste

Mr. Saterfiel advised the Board that one (1) bid was received in response to Bid 2014-02. The Notice Inviting Bids was published in the *Coeur d'Alene Press* on December 30, 2013, and January 6, 2014. Mr. Saterfiel recommended that the Board award the bid to Wilkins Industries, Inc. in the amount of \$166,962 for the purchase of two (2) transfer trailers for the Solid Waste department.

Commissioner Green moved to award bid 2014-02 to Wilkins Industries, Inc. for the purchase of two (2) transfer trailers for the Solid Waste department. 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.

Authorize Ballot Order/Designate Polling Places/March School Election/Resolution 2014-15/Elections

Elections Manager Carrie Phillips requested that the Board approve Resolution 2014-15, which designates the polling places for the School District Levy Election to be held on March 11, 2014. Ms. Phillips also asked the Board to approve the Ballot Order for this election.

Commissioner Nelson moved to approve the Ballot Order for the March 11, 2014, School District Levy Election and to adopt Resolution 2014-15, which designates Polling Places. 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.

Memorandum of Understanding/Idaho Attorney General/Prosecuting Attorney

Prosecutor Barry McHugh advised the Board that some minor salary changes were made to the Memorandum of Understanding (MOU) between Kootenai County (Prosecuting Attorney) and the Office of the Idaho Attorney General (OAG). This MOU outlines the duties of Task Force Investigator Paul Farina, for the Internet Crimes Against Children (ICAC) unit.

Commissioner Green moved to approve the MOU between Kootenai County (Prosecuting Attorney) and the Office of the Idaho Attorney General. 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.

Amended Designated Examiner Agreement/Prosecuting Attorney

Chief Prosecuting Attorney Barry Black asked the Board to consider an Amendment to the Designated Examination Agreement between Kootenai County (Prosecuting Attorney) and Jessica E. Kell. Mr. Black explained that Ms. Kell performs designated examinations on individuals that are taken into Kootenai Health for mental evaluation on the weekends. Mr. Black advised that this Amendment allows for a three percent (3%) increase in compensation for Ms. Kell.

Commissioner Nelson moved to approve the Amended Designated Examiner Agreement between Kootenai County (Prosecuting Attorney) and Jessica E. Kell. 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.

Lease Addendum/Wagner Family Trust/Active West Developers/Buildings and Grounds

Buildings and Grounds Operations Manager Shawn Riley requested that the Board approve the Lease Addendum between Kootenai County (Buildings and Grounds) and the Wagner Family Trust and Active West Developers. Mr. Riley explained that this is the Lease Agreement for the building that currently houses the Buildings and Grounds department. Mr. Riley advised that there have been two (2) changes made to the lease, which include an increase in rent to \$3,000 per month, and the option to terminate the lease with a thirty (30) day written notice.

Commissioner Green moved to approve the Lease Addendum between Kootenai County (Buildings and Grounds) and the Wagner Family Trust and Active West Developers. 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.

Copyright Transfer Agreement/Marble/Board of Commissioners

Commissioner Nelson advised that this agreement between Kootenai County (Board of Commissioners) and Jamie Kay Marble allows for the transfer of the copyright of the Official County Seal from the designer to the Board of County Commissioners (BOCC). Civil Deputy Prosecuting Attorney R. David Ferguson advised that this is only a formality.

Commissioner Green moved to approve the Copyright Transfer Agreement between Kootenai County (BOCC) and Jamie Kay Marble. 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.

Application for Copyright/County Logo/Seal/Board of Commissioners

Commissioner Nelson stated that this is the County’s application for copyright of the Official County Seal and protects against unauthorized use of this seal. Commissioner Nelson explained that there are fees associated with this application, which can be funded by the Sesquicentennial budget.

Commissioner Nelson moved to approve the Application for Copyright of the Official County Seal. 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.

Authorize Staff to Open Responses/Request for Proposals/Electrical Service/Repair/KCSO

Captain Kim Edmondson asked the Board to authorize staff to open the Electrical Service bid responses on Tuesday, February 4, 2014, as the Board will not be available on that day.

Commissioner Green moved to authorize the Board’s staff to open the Electrical Service bid responses on the record and to forward all bids received to the Sheriff’s Office, Buildings and Grounds and Legal for review.

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 2014-14/Surplus Vehicle/Airport

Airport Director Greg Delavan requested that the Board declare as surplus one (1) 1984 Chevrolet S10 pickup truck. Mr. Delavan explained to the Board that this vehicle does not run and that parts cannot be obtained for repairs. Mr. Delavan advised that Empire Airlines has expressed an interest in trading scaffolding materials for this vehicle and asked the Board to consider allowing transfer of this vehicle to Empire Airlines. The Board did not support trading the vehicle to Empire Airlines due to the inequity of value between the vehicle, which is valued at \$180 and the scaffolding, which is valued at \$4,200. The Board explained to Mr. Delavan that the vehicle can be given to Empire Airlines without the contingency that these materials are received in trade.

Commissioner Green moved to adopt Resolution 2014-14, to declare as surplus one (1) 1984 Chevrolet S10 pickup truck no longer in use by the Airport. 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 2:29 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
