

**Minutes of Meeting
Commissioners' Debriefing
February 14, 2014
9:00 a.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 Sheriff Ben Wolfinger, Civil Deputy Prosecuting Attorney Pat Braden, and Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 9:04 a.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:

Commissioner Green explained that he was recently approached about the possibility of using the existing County work-release facility to support overflow needs from the State Department of Corrections. Sheriff Wolfinger stated that he is also aware of their interest; however, because the State did not budget for this in their FY2014 budget, the earliest date for a shared-facility agreement would be in the summer of 2015. Both Sheriff Wolfinger and Commissioner Green stated that they would obtain additional information regarding this issue and report back within the next few weeks.

Sheriff Wolfinger left the meeting at 9:15 a.m.

Civil Deputy Prosecuting Attorney Pat Braden came before the Board to review drafts of two (2) Resolutions that are being prepared for Board consideration. The first Resolution addressed advisory board term limit amendments. The Board confirmed their previous direction to amend advisory board term expiration dates, as necessary, to ensure that all terms expire on December 31 of each year. The attendees acknowledged that certain boards, such as the Fair Board and the Board of Community Guardians, have statutory regulations that require alternative dates. Mr. Braden also noted that the Hearing Bodies and Procedures Ordinance will need to be amended in order to change the term expiration date of the Planning Commission. The Board discussed specific boards that will see changes as a result of this Resolution, including the Aquifer Protection Board, and the advantages and drawbacks to instituting limits on the number of terms that a Board member may consecutively serve. Mr. Braden agreed to complete the final draft of this Resolution and bring it forward at a Business Meeting in mid-March. The other Resolution addressed the transfer of authority of the 9-1-1 Advisory Board. Mr. Braden stated that Sheriff Wolfinger has reviewed and approved this Resolution, which will transfer the advisory board oversight from the Board of County Commissioners to the Sheriff. The Board reviewed the information provided and gave direction to bring this Resolution forward for immediate Board approval.

The Commissioners reviewed the data entry and accounts payable approval authorization levels (for their departments) within the Logos accounting system. The Board discussed the importance of ensuring that no employee receives allowances for both first and second level approvals. It was determined that the grant and transit department should be added to the assignment list, and that all assignments should be reviewed and brought back next week for final Board approval.

Commissioner Nelson asked for Board input regarding the new flags that are being ordered in association with the County sesquicentennial. The Board discussed cost, color, design, and other order options. Commissioner Nelson stated that the flags will cost approximately \$325 each, which will be paid from the sesquicentennial budget.

Chairman Tondee presented a letter (from the plumbing inspector for the City of Coeur d'Alene) that detailed sewer work and testing that will be required in order to obtain final building permits for the Ancillary Services Building. The Board went on to discuss the required sewer cap fees, as well as sprinkler system, rolling door eaves, and curb options. Chairman Tondee reviewed estimated costs for these options, including \$9,800 for roof eaves, \$2,600 for sprinklers, and \$8,000 for LED lighting.

Commissioner Green moved to approve the Ancillary Services Building options, as recommended by Buildings and Grounds, for LED lighting and rolling door eaves. Further, Commissioner Green moved to approve the installation of a sprinkler system, per minimum City requirements, and upgraded concrete curbs (instead of vinyl curbing). 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.

Chairman Tondee called for a recess at 10:04 a.m. The Board reconvened at 10:10 a.m.

The Board revisited an earlier decision to not renew the Board membership in the National Association of Counties (NACo). The Commissioners reviewed additional information that was presented to them at the recent Idaho Association of Counties (IAC) conference and determined that the annual membership fee of \$2,600 was reasonable, based on this additional information.

Commissioner Green moved to appropriate funds (in the approximate amount of \$2,500) for renewal of the Kootenai County NACo membership. 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 discussed the approaching FY2015 budget process, and the need to stress 'B' budget reviews and seasonal personnel costs as areas of focus of this year's budget deliberations. The Board determined that initial budget planning meetings should be set to encourage questions and to discuss general budget issues, first with the Board Department Heads and then with the Elected Officials. Commissioner Nelson stressed that the agenda for these meetings should clarify that the purpose of the meetings is for the Board to gain insight from these groups, and not to give direction from the Board at this time.

Commissioner Nelson moved that the Board enter Executive Session pursuant to *Idaho Code* §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. 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.

The Board entered Executive Session at 10:44 a.m.

The Board exited Executive Session at 11:22 a.m.

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.

Chairman Tondee adjourned the meeting at 11:23 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Nancy A. Jones, Deputy Clerk
