

**Minutes of Meeting  
Business Meeting  
April 14, 2014  
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 Grants Compliance Officer Jody Bieze, Sergeant Ryan Higgins, 9-1-1 Director Bradley Coughenour, Buildings and Grounds Operations Manager Shawn Riley, Federal Transit Administration Grant Administrator Christine Fueston, Lieutenant Stuart Miller, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson, and Deputy Clerk Brandie Bradley. Commissioner Dan Green was excused.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:02 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**

03/24/2014	Airport Advisory Board
04/01/2014	Business Meeting
04/02/2014	Historic Preservation Committee
04/07/2014	Scott Ross – Rose Lake Cemetery
04/07/2014	Community Development Update
04/07/2014	Commissioners’ Debriefing
04/08/2014	Lien Release 2005-447
04/08/2014	Indigent Appeal 2013-969
04/08/2014	Re-visit/Indigent Appeal 2006-632
04/08/2014	Clerk’s Division Issues (Continued)
04/08/2014	Hayden Area Regional Sewer Board (HARSB) – Joint Powers Agreement

**Board Actions**

Assessor’s Adjustment to Tax/Valuation/Parcel No’s.: EZTH00013001; EPNC00024002; C4150001020A; 50N05W222200

Affidavit of Treasurer’s Report: April 11, 2014

Grant Amendment No. 1/AIP 3-16-0010-038-2013/Federal Aviation Administration/Airport

Consent for Access to Property/US Environmental Protection Agency/Community Development

BOCC Signatures for Indigent Cases 04/03/2014 through 04/09/2014

Noxious Weed Control Agreements/Various Parcels/Noxious Weed Control

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Tondee noting the removal of Grant Amendment No. 1/AIP 3-16-0010-038-2013/Federal Aviation Administration/Airport as the Board requires further deliberations on this item. Chairman Tondee seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

**D. Payables List:** Chairman Tondee presented the Payables List for April 7, 2014, through April 11, 2014, in the amount of \$565,167.73, and Jury Panel Payments in the amount of \$4,651.60.

Commissioner Nelson moved to approve the Payables summary for April 7, 2014, through April 11, 2014, in the amount of \$565,167.73, and Jury Panel Payments in the amount of \$4,651.60. Chairman Tondee seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

**E. Changes to the Agenda:** Chairman Tondee advised that Item #6, Contract/Express Professionals/Human Resources, was not ready for discussion and should be removed from the agenda.

Commissioner Nelson moved that Item #6, Contract/Express Professionals/Human Resources be removed from the agenda as it would be discussed at a date uncertain. 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.

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

**G. New Business:**

**Electric Line Right-of-Way Easement/Kootenai Electric Cooperative/Chilco Rural Residential Collection Site/Solid Waste**

Chairman Tondee presented the Electric Line Right-of-Way Easements between Kootenai County (Solid Waste) and Kootenai Electric Cooperative (KEC). Chairman Tondee advised that these easements will allow KEC employee's access to the Chilco Rural Collection Site in Rathdrum, for the purpose of relocating electrical services.

Commissioner Nelson moved to approve the Electric Line Right-of-Way Easements between Kootenai County (Solid Waste) and Kootenai Electric Cooperative. 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.

**Award Bid/Excavation/Ancillary Building/Buildings and Grounds**

Buildings and Grounds Operations Manager Shawn Riley explained to the Board that he contacted six (6) contractors to obtain bids to replace existing sewer lines at the Ancillary Services Building Site as they are beyond repair. Mr. Riley advised that of the six (6) contractors that he contacted, Peck and Peck Excavating, Inc. was the only contractor, with a public works license, that was willing to bid the project. Mr. Riley stated that Peck and Peck Excavating, Inc. submitted a bid in the amount of \$24,260 and that funding is available in the Ancillary Services Building account. Mr. Riley requested that the Board consider awarding this project to Peck and Peck Excavating, Inc.

Commissioner Nelson moved to award the excavation bid for the Ancillary Services Building to Peck and Peck Excavation, Inc. in the amount of \$24,260. 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.

**2014 Vendor Contract/North Idaho Fair/KCSO**

Lieutenant Stuart Miller asked the Board to consider the 2014 Vendor Contract between Kootenai County (Sheriff's Office) and the North Idaho Fair and Rodeo. Lieutenant Miller advised that this is an annual contract, which outlines the terms and conditions for the space leased by the Sheriff's Office during the 2014 Fair and Rodeo. There is no fee to the County for this space and this contract will be effective August 20, 2014, through August 24, 2014. Lieutenant Miller noted that the Sheriff's Office provides security for the event in exchange for use of the space.

Commissioner Nelson moved to approve the 2014 Vendor Contract between Kootenai County (Sheriff's Office) and the North Idaho Fair and Rodeo. 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.

**Agreement/Recreation Boating Safety Grant/Idaho Department of Parks and Recreation/KCSO**

Sergeant Ryan Higgins requested that the Board approve the agreement between the Kootenai County Sheriff's Office (KCSO) and the Idaho Department of Parks and Recreation. Sergeant Higgins stated that this agreement outlines the goals for accomplishing the State of Idaho Recreational Boating Safety Program and enforcement of the Idaho Safe Boating Act. Under the terms of this agreement the State of Idaho allocates Boating Safety Program funds in the amount of \$136,800 to the KCSO. A match of fifty percent (50%) is required from the County and Sergeant Higgins advised that the funding is available in the County Vessel Account. This agreement is effective during the 2014 Federal Fiscal Year (October 1, 2013, through September 30, 2014).

Commissioner Nelson moved to approve the Agreement for Recreational Boating Safety between Kootenai County (Sheriff's Office) and the Idaho Department of Parks and Recreation. 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.

**Interim Road Maintenance Agreement/Idaho Public Television (IDPTV)/Time Warner Cable (TWC)/KCSO/9-1-1**

9-1-1 Director Bradley Coughenour asked the Board to consider the Interim Road Maintenance Agreement between Kootenai County (9-1-1 and Sheriff's Office), Idaho Public Television (IDPTV), and Time Warner Cable (TWC). Mr. Coughenour advised the Board that this agreement defines each party's role for maintenance, cost sharing, and use of Forest Service Road No. 2342. This road is used to access the Canfield Mountain Communications Site. Mr. Coughenour explained that the United States Forest Service has issued a permit to Kootenai County to perform the necessary road maintenance repairs. The interim permit will expire on May 31, 2014, and this agreement will expire along with the permit. The Forest Service will issue a new permit once all repairs have been completed and approved by the Forest Service. The total amount of the repairs shall not exceed \$25,000, and Ken Bettis Excavation has been contracted to perform the work. Each party will be responsible for one-third (1/3) of these expenditures.

Commissioner Nelson moved to approve the Interim Road Maintenance Agreement between Kootenai County (9-1-1 and Sheriff's Department), Idaho Public Television, and Time Warner Cable. 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.

**Contract/Express Professionals/Human Resources Pulled**

**Purchase and Sale Agreement/Riverstone West/Transit**

Federal Transit Administration Grant Administrator Christine Fueston requested that the Board consider the revised Commercial and Investment Real Estate Purchase and Sale Agreement between Kootenai County (Board of County Commissioners), the Coeur d'Alene Tribe, and Riverstone West LLC. Ms. Fueston advised that this agreement allows for the purchase of two (2) lots at Riverstone to be developed and operated as a Transit Center. Ms. Fueston informed the Board that this agreement was amended due to a change in dates, the addition of language that allows for extensions, and environmental addendums that were disclosed by Riverstone West LLC. Purchase of this property is contingent on approval by the Federal Grant Administration and the purchase price of this property is \$593,320.

Commissioner Nelson moved to approve the revised Commercial and Investment Real Estate Purchase and Sale Agreement between Kootenai County (Board of County Commissioners), the Coeur d'Alene Tribe, and Riverstone West LLC. 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.

**2014 Title VI Non-Discrimination Program/Public Participation Plan/LEP Program/Transit System**

Grants Compliance Officer Jody Bieze asked the Board to approve the 2014 Title VI Non-Discrimination Program, Public Participation Plan, Limited English Proficiency Program for submission to the Federal Transit Administration. Ms. Bieze advised that this plan satisfies the federal grant compliance requirements.

Commissioner Nelson moved to approve the 2014 Title VI Non-Discrimination, Public Participation Plan, Limited English Proficiency Program for the Transit System. 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.

**Resolution 2014-32/Designation of Title VI Compliance Officer/Transit**

Chairman Tondee presented Resolution 2014-32, which designates Ms. Bieze as the Title VI Compliance Officer for the County. Ms. Bieze is responsible to oversee and assure that all County programs, policies, procedures, and facilities are accessible to, and useable by, all persons in a non-discriminatory manner that is in compliance with the provisions of Title VI.

Commissioner Nelson moved to adopt Resolution 2014-32 and designates Ms. Bieze as the Title VI Compliance Officer. 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 2:37 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_  
Brandie Bradley, Deputy Clerk

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