

Minutes of Meeting
Business Meeting
June 3, 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 Buildings and Grounds Operations Manager Shawn Riley, Solid Waste Director Cathy Meyer, Solid Waste Principal Planner Laureen Chaffin, Office of Emergency Management Director Sandy Von Behren, Adult Misdemeanor Probation Director Kevin Creighton, Juvenile Detention Administrative Supervisor Eric Sheffield, Lieutenant Mike McFarland, Animal Control Officer Sandy Osburn, Civil Deputy Prosecuting Attorneys Pat Braden, Jamila Holmes, and R. David Ferguson, and Deputy Clerks Cheryl Baumann and Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:00 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

05/12/2014	Commissioners' Debriefing
05/13/2014	Business Meeting
05/14/2014	FY15 Budget Meeting
05/16/2014	FY15 Budget Meeting
05/19/2014	FY15 Budget Meeting/Human Resources/Public Defender
05/19/2014	Commissioners' Debriefing
05/20/2014	FY15 Budget Meeting – Information Systems
05/20/2014	CDA 2030 Vision Project
05/20/2014	Business Meeting
05/20/2014	Executive Session §67-2345(1)(a) to consider hiring a public officer, employee, staff member or individual agent.
05/20/2014	Business Meeting (Continuation)
05/21/2014	Budget Meeting – Fairgrounds, Parks and Waterways, Adult Misdemeanor Probation
05/21/2014	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

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No's.: P01220060140; 00640000009A; 51N05W225470; 53N04W258650; C792000B0060; H10250010090

Affidavit of Treasurer's Report: May 2014

BOCC Signatures for Indigent Cases: 05/22/2014 through 05/28/2014

Noxious Weed Control Agreements/Various Parcels

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 Summary for the week of May 26, 2014 through May 30, 2014.

Commissioner Nelson moved to approve the Payables Summary for the week of May 26, 2014 in the amount of \$465,753.84 and Jury Panel Payments in the amount of \$2,546.84. Chairman 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: There were no changes to the agenda.

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

G. New Business:

Bid Opening/2014-14 Rural Residential Site Collection/Chilco/Solid Waste

Commissioner Nelson opened the three (3) bids that were received in response to the Notice Inviting Bids 2014-14, Rural Residential Site Collection, which was published in the *Coeur d'Alene Press* on May 1, 2014, and May 8, 2014. Cat's Eye Excavating, Inc. submitted a bid amount of \$325,529.80, Coeur d'Alene Paving, Inc. submitted a bid amount of \$323,523.42 and Interstate Concrete and Asphalt submitted a bid amount of \$336,855.25, and each company acknowledged the receipt of Addendum No. 1 to the Notice Inviting Bids.

Commissioner Green moved to accept the bids as submitted and to forward the bids to Solid Waste and Legal for review and recommendation. 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.

Contract/Fairway Floors/Buildings and Grounds

Buildings and Grounds Operations Manager Shawn Riley asked that the Board consider the Carpet and Flooring Installation Contract between Kootenai County (Buildings and Grounds) and Fairway Floor and Design, Inc., in the amount of \$52,648. Mr. Riley explained that this contract is for the replacement of carpet and flooring on the first (1st) and third (3rd) floors of the Administration Building and the first (1st) floor of the Courthouse. Mr. Riley advised that change orders have been capped at two percent (2%), and a fee of \$250 per day can be imposed if the work is not completed on time. Civil Deputy Prosecuting Attorney Pat Braden stated that he has reviewed the contract and it is legally sufficient for its intended purpose.

Commissioner Nelson moved to approve the Carpet and Flooring Installation Contract between Kootenai County (Buildings and Grounds) and Fairway Floor and Design, Inc. and to authorize Chairman Tondee to sign the contract. 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/Ancillary Services Building/Elmer Construction/Buildings and Grounds

Mr. Riley requested that the Board consider a Change Order in the amount of \$8,657.08 to install underground telecommunications conduit between the Ancillary Services Building and the Justice Building. Mr. Riley stated that the project is within budget.

Commissioner Green moved to approve the Change Order, authorizing J. W. Elmer Construction Company to install conduit for a communication line between the Ancillary Services Building and the Justice Building. 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/Meal Program/Juvenile Detention

Administrative Supervisor Eric Sheffield requested that the Board approve the renewal of the Lunch Program Agreement between Juvenile Detention (JDC) and the Kootenai County Sheriff's Office (KCSO). This agreement assures that JDC residents will receive nutritionist approved meals in compliance with the National School Lunch Guidelines and federal grant requirements. This agreement will be in effect from July 1, 2014 through June 30, 2015.

Commissioner Green moved to approve the Meal Program Agreement between JDC and KCSO. 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.

Grant Agreement/ASPCA/Animal Control/KCSO

Lieutenant Mike McFarland requested that the Board consider the Grant Agreement between Kootenai County (Sheriff's Office) and the American Society for the Prevention of Cruelty to Animals (ASPCA).

This agreement awards funds to the County in the amount of \$5,000 for the reimbursement of animal care costs incurred for animals that were seized by KCSO, in regards to Case Number KCSO 14-01148.

The grant period is from March 27, 2014 through September 27, 2014.

Commissioner Green moved to accept the Grant Award from the ASPCA awarded to KCSO. 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 Award and Obligation/2013 State Homeland Security Grant/Office of Emergency Management

Office of Emergency Management Director Sandy Von Behren requested that the Board consider the 2013 State Homeland Security Sub-Grant Award Amendment from the State of Idaho Bureau of Homeland Security (IBHS), which allocates \$4,181.20 in grant funding to the County, bringing the total amount of the grant award to \$178,909.06. These grant funds will be available during the performance period of September 1, 2013 to July 1, 2015, with the terms and conditions of the original award to remain in effect. Ms. Von Behren stated that IBHS inadvertently withheld a grant cost share in the amount of \$4,181.20, and upon grant acceptance, IBHS will return those funds to the County. After required deductions, \$7,895.10 will be available for discretionary spending. Ms. Von Behren suggested that the additional funds be used to purchase two (2) encrypted radios for Adult Misdemeanor Probation (AMP) and that any remaining funds be obligated to the Office of Emergency Management (OEM) for administration, management and planning.

Commissioner Green moved to accept the 2013 State Homeland Security Sub-Grant Award Amendment and to authorize the OEM to purchase two (2) encrypted radios for AMP and allocate the remaining balance for OEM management, administration and planning. 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.

Interlocal Agreement/2014 Byrne Justice Assistance Grant (JAG) Program Award 2014-H3071-ID-DJ/Grant Management Office

Civil Deputy Prosecuting Attorney Pat Braden requested that the Board consider an Interlocal Agreement between Kootenai County and the City of Coeur d'Alene outlining the manner in which the County and City agree to reallocate and utilize grant funding in the amount of \$21,298. Under the terms of the 2014 Byrne Justice Assistance Grant (JAG), \$21,298 will be transferred to the County to purchase mobile data computers for the Kootenai County Sheriff's Office (KCSO).

Commissioner Green moved to approve the Interlocal Agreement between Kootenai County and the City of Coeur d'Alene for the 2014 JAG Award which will be used to purchase mobile data computers for KCSO.

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 2014-43/Surplus Equipment/Solid Waste

Solid Waste Director Cathy Meyer requested that the Board declare as surplus three (3) transfer trailers no longer in use by the Solid Waste Department. Ms. Meyer advised that these trailers are of little value and will be dismantled for recycling if not sold at auction.

Commissioner Nelson moved to adopt Resolution 2014-43, which declares as surplus three (3) transfer trailers for the Solid Waste Department. 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.

H. Staff Reports: Commissioner Nelson noted that she attended the kick off of the 3-day Triennial Review. Also, the Board welcomed new Solid Waste Director, Cathy Meyer.

I. 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 2:35 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Cheryl Baumann, Deputy Clerk
