

**Minutes of Meeting
Business Meeting
June 24, 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 Kootenai County Sheriff's Office Lieutenant Ryan Higgins, Lieutenant Joe Jobick, and Jail Bureau, Services Division Captain Kim Edmonson; Buildings and Grounds Director Shawn Riley, Solid Waste Director Cathy Mayer, Emergency Medical Services System Chief Officer Christopher Way, Civil Deputy Prosecuting Attorneys Jamila Holmes, Pat Braden and R. David Ferguson, and Deputy Clerk Cheryl Baumann.

- 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

05/16/2014	Position Review Committee
06/03/2014	Request for Lien Release 2009-1608
06/03/2014	Indigent Appeal 2014-14
06/03/2014	Request for Debt Forgiveness 2014-15
06/04/2014	Judicial Confirmation Determination
06/05/2014	Budget Deliberations
06/06/2014	Kestrel West
06/09/2014	Budget Consideration – Wildlife Services
06/09/2014	Community Development Update
06/10/2014	Request for Payment Deferment 2013-131 and 2013-871
06/10/2014	Indigent Appeal 2014-45
06/10/2014	Indigent Appeal 2013-617
06/10/2014	Business Meeting

Board Actions

Assessor's Adjustment to Tax/Valuation/Parcel No's.: A09990020060; MZZ33W09454G; 54N02W364600; EMS063900036; 0K2990010020; H09100010120

Affidavit of Treasurer's Report: June 20, 2014

Civil Division/May 2014 Financial Report/KCSO

BOCC Signatures for Indigent Cases 06/12/2014 through 06/18/2014

Commissioner Green moved to approve the Consent Calendar as read into the record by Chairman Tondee. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Baumann 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 June 16, 2014, through June 20, 2014.

Commissioner Nelson moved to approve the Payables Summary for June 16, 2014, through June 20, 2014, in the amount of \$697,212.37, and Jury Panel Payments in the amount of \$3,284.96. Chairman Green seconded the motion. There being no discussion, Deputy Clerk Baumann 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:

Public Hearing: Amendment of Kootenai County Emergency Medical Services System (KCEMSS) FY14 Budget

The Board met to conduct a Public Hearing, for which notice was given on June 10, 2014 and June 17, 2014 in the *Coeur d'Alene Press*, for the purpose of hearing public comment regarding the Fiscal Year 2014 proposed budget amendment for the Kootenai County Emergency Medical Services System.

Chairman Tondee opened the Public Hearing at 2:04 p.m.

Kootenai County Emergency Medical Services System (KCEMSS) Chief Officer Christopher Way asked the Board to consider an amendment to the KCEMSS Fiscal Year 2014 (FY14) budget, which reflects the receipt of unscheduled revenue in the amount of \$460,538.62. Mr. Way advised the Board that the higher revenue is due to an increase in the number of emergency medical transports, an ambulance service rate change, and new billing procedures. Mr. Way also cited an increase in associated costs, and requested approval of proposed KCEMSS budget revisions for FY14. The budget amendment will not increase property taxes.

Chairman Tondee called for Public Comment at 2:05 p.m.

There was no public comment.

Chairman Tondee closed the comment section of the Public Hearing at 2:06 p.m.

Commissioner Green moved that the Board close the Public Hearing. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Commissioner Green moved to adopt the Fiscal Year 2014 (FY14) budget amendment for the Kootenai County Emergency Medical Services System, which adjusts total anticipated revenues and expenses to \$6,692,077. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Contract/Notice to Proceed/Rural Residential Collection Site/Coeur d' Alene Paving/Solid Waste

Solid Waste Director Cathy Mayer asked the Board to consider the Rural Residential Collection Site Contract, Bid No. 2014-14, between Kootenai County (Solid Waste) and Coeur d'Alene Paving, Inc. The Rural Residential Collection Site Contract authorizes Coeur d'Alene Paving, Inc. to act as general contractor and proceed with site work at Ramsey and Chilco Roads. Commissioner Nelson asked if the contract specifies a cap on overhead and profit costs, and Chief Deputy Prosecuting Attorney Jamila Holmes stated that the contract did not show a ceiling for those costs. Chief Deputy Prosecuting Attorney Pat Braden advised that most County contracts limit change orders for administrative costs to two percent (2%).

Commissioner Green moved to award the Rural Residential Collection Site Contract to Coeur d'Alene Paving, Inc., subject to Coeur d'Alene Paving, Inc.'s acceptance of amended contract language, limiting administrative expenses on change orders to two percent (2%). Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Contract/Security System/Ancillary Services Building/Access Unlimited/ Buildings and Grounds

Buildings and Grounds Director Shawn Riley requested that the Board consider a contract between Kootenai County (Buildings and Grounds) and Access Unlimited and Security, Inc., to install a security system for the Ancillary Services Building on Garden Avenue, Coeur d'Alene.

Commissioner Nelson moved to approve the contract between Kootenai County (Buildings and Grounds) and Access Unlimited and Security, Inc., for installation of a security system in the Ancillary Services Building. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Contract Amendment/Equipment Rental/PureForce/KCSO

Kootenai County Sheriff's Office (KCSO) Jail Bureau, Services Division Captain Kim Edmonson requested that the Board consider renewing a two (2) year Equipment Rental Agreement between Kootenai County (KCSO/Jail) and PureForce for a commercial grade dishwasher, dishwashing chemicals and equipment maintenance. After deliberation, the Board directed Ms. Edmonson to inform PureForce that the County will not renew the Equipment Rental Agreement and requests the removal of the rented equipment.

Commissioner Green moved to deny the authorization to renew the Equipment Rental Agreement between Kootenai County (KCSO/Jail) and PureForce, and requested that the rented equipment be removed from the County Jail. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Grant Agreement/WW15-1-28-3/Two Personal Watercraft/Idaho Department of Parks and Recreation/Grant Management Office/KCSO

Kootenai County Sheriff's Office (KCSO) Lieutenant Ryan Higgins asked the Board to consider a Grant Agreement Form and Confirmation Letter dated June 11, 2014, from the Idaho Department of Parks and Recreation (IDPR), confirming that Kootenai County (KCSO) is the recipient of a grant to purchase two (2) personal watercraft under Project No. WW15-1-28-3. The amount of the grant is \$16,133, with a County match in the amount of \$8,687.

Commissioner Green moved to approve Grant Agreement Form and Confirmation Letter from the Idaho Department of Parks and Recreation (IDPR), Project No. WW15-1-28-3, for the purchase of two (2) personal watercraft for KCSO. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Grant Agreement/WW15-1-28-1/Refurbish 1994 Boat 22'Almar Re-Powering/Idaho Department of Parks and Recreation/Grant Management Office/KCSO

Lieutenant Higgins requested that the Board consider a Grant Agreement Form and Confirmation Letter dated June 10, 2014, from the Idaho Department of Parks and Recreation (IDPR). The Confirmation Letter certifies that Kootenai County (KCSO) is the recipient of a grant in the amount of \$6,500 to install a new motor in a 1994, twenty-two foot (22') Almar boat, under Project No. WW15-1-28-1. The grant requires a County match in the amount of \$3,500.

Commissioner Nelson moved to accept the Grant Agreement Form and Confirmation Letter from the Idaho Department of Parks and Recreation (IDPR), Project No. WW15-1-28-1. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

Grant Agreement/WW15-1-28-2/Refurbish Boat 21' Almar Re-Powering/Idaho Department of Parks and Recreation/Grant Management Office/KCSO

Lieutenant Higgins asked the Board to consider a Grant Agreement Form and Confirmation Letter Dated June 10, 2014, from the Idaho Department of Parks and Recreation (IDPR). The Confirmation Letter confirms that Kootenai County (KSCO) has been awarded a grant in the amount of \$24,050 to refurbish a 1996, twenty-one foot (21') Almar boat, under Project No. WW15-1-28-2. The grant requires a County match in the amount of \$12,950.

Commissioner Nelson moved to approve the Grant Agreement Form and Confirmation Letter issued by the Idaho Department of Parks and Recreation (IDPR), Project No. WW15-1-28-2. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Baumann called the roll:

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

The motion carried.

By-Laws/Kootenai County Off-Highway Vehicle Law Enforcement Advisory Board

Lieutenant Higgins requested that the Board review changes to the By-Laws of the Off-Highway Vehicle (OHV) Law Enforcement Advisory Board. Commissioner Nelson noted that there were no signature lines on the OHV By-Laws, and, therefore, nothing for the Board to sign and approve. Chief Deputy Prosecuting Attorney R. David Ferguson stated that the Board does not have to take any action on the submitted OHV By-Law changes, as the OHV will be managed by the Kootenai County Sheriff's Office (KCSO), after Resolution 2014-48 is approved. The Board agreed that no action was necessary on this agenda item.

Resolution 2014-48/Transfer Oversight of Off-Highway Vehicle Advisory Board to Sheriff

The Board considered Resolution 2014-48, which assigns and transfers its oversight duties and powers over the Off-Highway Vehicle (OHV) Advisory Board to the Kootenai County Sheriff (KCSO). The Board and KCSO agree that authority regarding responsibilities of the OHV is more suited as part of the law enforcement powers and duties of the Sheriff.

Commissioner Green moved to approve Resolution 2014-48, which assigns oversight duties and powers over the Off-Highway Vehicle Advisory Board to the Kootenai County Sheriff's Office. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Baumann 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 2:36 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____

Cheryl Baumann, Deputy Clerk