

**Minutes of Meeting
Commissioners' Debriefing
July 14, 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, Undersheriff Dan Mattos, Administrative Assistant Nancy Jones, and Deputy Clerk Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:03 p.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** Commissioner Nelson noted that an Executive Session pursuant to *Idaho Code §67-2345(1)(b)* needed to be added to the agenda to discuss a matter that required the Board's immediate attention.

Commissioner Green moved to add an Executive Session pursuant to *Idaho Code §67-2345(1)(b)* to the agenda. 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.

- D. Old Business:** No old business was discussed.
- E. New Business:**
Administrative Assistant Nancy Jones brought to the Board's attention the numerous County owned properties that have delinquent property taxes and fees that are owed. Ms. Jones presented to the Board the list of twenty-five (25) Airport properties that she is reviewing at this time. Ms. Jones explained that this is just a portion of the properties that need to be reviewed and that she chose them as they were the most complex to review. The other properties will be reviewed once this group is resolved. Ms. Jones advised that she is meeting with Airport Administrative Assistant Mary Hopkins on July 15, 2014, to review these properties. The Board directed Ms. Jones to review the fees with Legal Services, gather information on the parcels, and bring the information back before the Board so they can take additional action.

Ms. Jones exited the meeting at 2:19 p.m.

Commissioner Nelson advised that a request has been received from the Kootenai County Sheriff's Office (KCSO) to replace flooring, paint, and re-cable the Sheriff's Administrative, Civil, and Records areas. The Sheriff's Office was previously approved for new carpeting in these areas, but they would like to upgrade the flooring to linoleum, which is more resilient. The costs for this project total \$32,405.99. Buildings and Grounds Operations Manager Shawn Riley advised that some of the flooring was approved in Fiscal Year 2014 (FY14) and the rest was approved in Fiscal Year 2015 (FY15). The Sheriff's Office has \$10,875 in their budget and would like to use funds from Building Repair and Maintenance (8517) line item to fund the balance of the expenditures. Mr. Riley noted that the flooring in the Office of Emergency Management, which is located in the basement of the Sheriff's Office is a safety hazard and needs to be replaced and he recommended that this take priority over the Sheriff's request. The Board directed Mr. Riley to work with the Sheriff's Office to establish a project plan, obtain necessary bids, and bring his recommendations before the Board for consideration.

Mr. Riley and Undersheriff Dan Mattos exited the meeting at 2:48 p.m.

Commissioner Nelson provided the Board with an Airport Revenue Analysis Breakdown. The Board discussed the revenues and Commissioner Green advised that he had relayed to Airport Director Greg Delavan that a Business Plan may not be needed and that the Airport should focus on marketing available space at the Airport. The Board discussed options for marketing the land at the Airport to increase revenues.

The Board discussed Resolution 2014-33, and the need to add the Natural Resource Advisory Board to this Resolution. Commissioner Green agreed to draft the amendment to the Resolution and to appoint term limits for each of the members on the Natural Advisory Board.

Commissioner Nelson advised that the letter drafted by the Natural Resource Advisory Board to the Objection Reviewing Officer at USDA Forest Service was in need of several edits. Commissioner Nelson shared her opinion that the letter was aggressive and was worded as if the Board had these opinions. Commissioner Nelson recommended that language be added to indicate that this information was based on recommendations that were made by the Natural Resource Advisory Board and to refine the content of the letter. The Board agreed that Commissioner Nelson would redraft the letter.

The Board discussed an Airport Advisory Board recommendation to withdraw from the mediation process between Kootenai County (Airport), the City of Hayden, and the Kootenai Metropolitan Planning Organization (KMPO). The Board discussed the reasons cited by the Airport Advisory Board and agreed that a discussion may need to take place with KMPO Facilitator Marsha Bracke in regard to her roles and responsibilities. The Board determined that the County should continue to participate in the process.

Chairman Tondee stated that Aquifer Protection District has made a request that the Board adopt the term limits they have proposed.

Commissioner Green moved to adopt the term limits as proposed by the Aquifer Protection District. 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.

Commissioner Green 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 Nelson 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.

Executive Session was entered into at 3:22 p.m. and exited at 3:38 p.m. No decision was made by the Board.

- 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.

The meeting was adjourned at 3:38 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
