

**Minutes of Meeting
Business Meeting
August 26, 2014
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Recording Manager Susette Clements, Records Technician Ashleigh Suggs, Juvenile Detention Director J.T. Taylor, Court Services Manager Nicole Vigil, Hauser Lake Fire Chief Larry Simms, Buildings and Grounds Operations Manager Shawn Riley, Kootenai County Sheriff's Lieutenant Stuart Miller, Emergency Management Manager Sandy Von Behren, Chief Deputy Treasurer Laurie Thomas, Board of County Commissioners Administrative Assistant Nancy Jones, Kootenai County Fire Chief Warren Merritt, Timberlake Fire Protection District Chief Kevin Kleinworth, Civil Deputy Prosecuting Attorney Pat Braden, and Deputy Clerks Daniel Robertson and Brandie Bradley. Chairman Todd Tondee was excused.

- A. Call to Order:** Chairman Pro Tem Green called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Chairman Pro Tem Green led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Pro Tem Green read the items listed on the Consent Calendar.

Minutes of Meetings

08/07/2014	Capturing County Indirect Costs
08/11/2014	Sun-Up Bay Encroachment Discussion
08/11/2014	Commissioners' Debriefing
08/12/2014	Business Meeting
08/18/2014	Airport Audit Update
08/18/2014	Community Development Update
08/19/2014	Indigent Appeal 2014-239
08/19/2014	Indigent Appeal 2014-260
08/19/2014	Request for Debt Forgiveness 2014-249

Board Actions

Affidavit of Treasurer's Report: August 22, 2014

Request for Tax Exempt Status/Approval Orders: Christian Fellowship Chapel dba Gates of Praise/AIN 114364/105111; Hayden Lake Evangelical Friends Church/AIN 127698

Noxious Weed Control Agreement/52N04W-33-1150/Adams

BOCC Signatures for Indigent Cases: 08/07/2014 through 08/13/2014; 08/14/2014 through 08/20/2014

Kennel License Application: Trails Inn Kennel/Byer

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Pro Tem Green. Chairman Pro Tem Green seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

D. Payables List: Chairman Pro Tem Green presented the Payables List for August 18, 2014, through August 22, 2014.

Commissioner Nelson moved to approve the Payables Summary for August 18, 2014, through August 22, 2014, in the amount of \$744,951.34, and Jury Panel Payments in the amount of \$2,627.12. Chairman Pro Tem Green seconded the motion. There being no discussion, Deputy Clerk Bradley called the roll:

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

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:

Certification of Delinquent Personal Property to 2014 Tax Bills/Treasurer

Chief Deputy Treasurer Laurie Thomas asked the Board to certify the 2014 Delinquent Personal Property Tax list in the amount of \$16,242.95 for inclusion in the 2014 tax bills.

Commissioner Nelson moved to certify the 2014 Delinquent Personal Property Tax list as submitted by the Treasurer's office. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Certification of Delinquent Yield Tax and Deferred Tax to 2014 Bills/Treasurer

Ms. Thomas requested that the Board certify the 2014 Delinquent Yield Tax and Deferred Tax lists for the 2014 tax bills. The deferred taxes were the result of changes in ownership and the delinquent yield taxes were due to timber exemptions.

Commissioner Nelson moved to certify the 2014 Delinquent Yield Tax and Deferred Tax lists as submitted by the Treasurer's office. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Certification of 2013 Omitted Occupancies/Treasurer

Ms. Thomas presented the 2013 Omitted Occupancies and requested their certification to the 2014 tax rolls. Ms. Thomas informed the Board that all but two (2) of these bills have been paid and certification on these serves a bookkeeping role.

Commissioner Nelson moved to certify the 2013 Omitted Occupancies to the tax rolls as presented. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Requests for Certification to 2014 Property Tax Roll from Taxing Districts/Treasurer

Ms. Thomas requested that the Board certify the 2014 Property Tax Roll from the Taxing Districts in the amount of \$208,551.39 to the 2014 tax bills, \$34,853.45 of which is for County interest.

Commissioner Nelson moved to certify the 2014 Property Tax Roll from the Taxing Districts in the amount of \$208,551.39 to the 2014 tax bills as submitted by the Treasurer’s office. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Requests for Certification to 2014 Property Tax Roll for Inactive Real Properties/Treasurer

Ms. Thomas requested that the Board certify the 2014 Property Tax Roll for inactive real properties onto the 2014 tax bills. Ms. Thomas advised that there are four properties that were platted in 2011 and that once these properties are added to the tax bill they will be removed from the list of delinquent tax deed properties to be sold and will apportion the past due amount to the current owners.

Commissioner Nelson moved to certify the 2014 Property Tax Roll for inactive real properties to the 2014 tax bills as submitted. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Donation Agreement/Idaho Department of Labor/Search and Rescue/KCSO

Kootenai County Sheriff’s Lieutenant Stuart Miller requested the Board approve the donation and transfer of a 2000 Jeep Cherokee, valued under \$10,000, from the Idaho Department of Labor to the Kootenai County Sheriff’s Search and Rescue unit.

Commissioner Nelson moved to approve the donation of a Jeep Cherokee from the Idaho Department of Labor for use by the Sheriff’s Search and Rescue unit. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Annual Service Agreement/Time Equipment Company/District Court

Court Services Manager Nicole Vigil asked the Board to approve the renewal of the annual service agreement between Kootenai County (District Court) and Time Equipment Company for the maintenance of five (5) file stamp machines. The new agreement would include a \$6 cost increase per machine for a total cost increase of \$30 over the previous agreement. The total cost would be \$525 for the year.

Commissioner Nelson moved to approve the Annual Service Agreement between Kootenai County (District Court) and Time Equipment Company. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Memorandum of Understanding/eRecording Partners Network LLC/Recorder

Recording Manager Susette Clements requested the Board consider approving a Memorandum of Understanding between the Kootenai County (Recorder’s Office) and eRecording Partners Network, LLC. This agreement would allow title companies, banks, etc. to submit title and related documents electronically. The County currently receives 53% of these types of documents in electronic format, which are submitted through three (3) service providers and eRecording Partners Network, LLC would be the fourth such service provider. The County would incur no cost.

Commissioner Nelson moved to approve Memorandum of Understanding between Kootenai County (Recorder’s Office) and eRecording Partners Network, LLC. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Change Order Number 9/T-O Engineers/Buildings and Grounds

Buildings and Grounds Operations Manager Shawn Riley asked the Board to approve Change Order Number Nine (9) on the contract for the Ancillary Services Building. This change will be for three (3) signs and two (2) FDC Knox locking plugs as required by the Coeur d’ Alene Fire Department at an added cost of \$638.97.

Commissioner Nelson moved to approve Change Order Number Nine (9) as submitted by Buildings and Grounds. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Contract/Thorco, Inc./Juvenile Detention/Buildings and Grounds

Mr. Riley requested approval of a contract between Kootenai County (Buildings and Grounds) and Thorco Construction, Inc. for the installation of a generator at the Juvenile Detention Center. The cost would be \$19,985, which would come from lottery funds. Mr. Riley also requested that the Board grant Thorco, Inc. a waiver of the performance and payment bonds.

Commissioner Nelson moved to approve the contract between Kootenai County (Buildings and Grounds) and Thorco Construction, Inc. and to waive the performance and payment bonds. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Grant Application/2014 State Homeland Security Grant (HSG)/Idaho Bureau of Homeland Security/Office of Emergency Management

Emergency Management Manager Sandy Von Behren asked that the Board approve the application for the 2014 State Homeland Security Grant in the amount of \$184,140.30. The performance period is September 1, 2014 through July 31, 2016. There is no match for Kootenai County; however local agencies are contributing funds in the amount of \$19,695.30.

Commissioner Nelson moved to approve the application for the 2014 State Homeland Security Grant as presented by Ms. Von Behren. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Grant Application/2014 Emergency Management Program Grant (EMPG)/Idaho Bureau of Homeland Security/Office of Emergency Management

Ms. Von Behren asked the Board to approve the application for the 2014 Emergency Management Program Grant in the amount of \$90,888.77. This grant assists with funding salaries, benefits, and operating costs for the Office of Emergency Management and is a 100% hard match.

Commissioner Nelson moved to approve the application for the 2014 Emergency Management Program Grant. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

The motion carried.

Fire District Annexation/Grenda/Kootenai County Fire and Rescue

The Board considered the annexation request of property owners Steven and Lynn Grenda for Parcel Number 0-8875-000-004-0/AIN199026 into the Kootenai County Fire and Rescue District. Kootenai County Fire Chief Warren Merritt provided verification that this request was approved by the Fire Board. Commissioner Nelson moved to approve the annexation of Parcel Number 0-8875-000-004-0/AIN199026 into the Kootenai County Fire and Rescue District. Chairman Pro Tem Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

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

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.

Hauser Lake Fire Chief Larry Simms on behalf of all fire chiefs expressed appreciation to the Board for the 9-1-1 Center equipment upgrades and salary increases. He felt that this would help with the retention of dispatchers. Kootenai County Fire Chief Warren Merritt also expressed thanks and extended recognition to the Kootenai County Sheriff and his entire staff for their collaborative support in improving Fire and Rescue recruitment and retention efforts.

The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Daniel Robertson, Deputy Clerk
