

**Minutes of Meeting
Business Meeting
September 2, 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 Juvenile Detention Director J.T. Taylor, Buildings and Grounds Operations Manager Shawn Riley, Emergency Management Manager Sandy Von Behren, Kootenai County Sheriff Ben Wolfinger, Board of County Commissioners Administrative Secretary Teri Johnston, Tax Accounting Technician Julina Hildreth, PC/Network Specialist Will Medina, Network Administrator Grant Kinsey, Solid Waste Director Cathy Mayer, Legal Assistant Barb Nyquist, Accounting Manager Grace Blomgren, Civil Deputy Prosecuting Attorneys Jamila Holmes and R. David Ferguson, and Deputy Clerk Daniel Robertson. Also in attendance was Architects West Principal Scott Fischer.

- A. Call to Order:** Commissioner Todd 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

08/18/14 Airport Master Plan Update
08/18/14 Commissioners' Debriefing
08/19/14 Business Meeting
08/19/14 Tax Exempt Application Hearing
08/25/14 Community Development Update
08/26/14 Debt Forgiveness/Request No. 2013-109 (Police Hold)

Board Actions

Affidavit of Treasurer's Report: August 2014

Civil Division/July 2014 Financial Report/KCSO

Amended Approval Orders: Christian Fellowship Chapel dba Gates of Praise/AIN 114364/105111

BOCC Signatures for Indigent Cases: 8/21/14 through 8/27/14

Noxious Weed Control Agreement/Wilson/AIN 147994

Kennel License Renewal: Hoffman/Little Long Dogs Dachshund Rescue

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 Robertson called the roll:

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

The motion carried.

D. Payables List: Chairman Tondee presented the Payables List for August 25, 2014, through August 29, 2014.

Commissioner Green moved to approve the Payables Summary for August 25, 2014, through August 29, 2014, in the amount of \$536,220.24, and Jury Panel Payments in the amount of \$1,002.76. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Robertson 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 2014-13/Security and Control System/Juvenile Detention Center/Buildings & Grounds

The Board reviewed the bid submitted by Camtek, Inc., in the amount of \$160,182 for Bid 2014-13 for the purchase of Security and Control Systems for the Juvenile Detention Center. Camtek, Inc. was the sole bidder. One year of maintenance is included in the bid.

Commissioner Green moved to award Bid 2014-13 to Camtek, Inc., for the purchase of Security and Control Systems for the Juvenile Detention Center. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

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

The motion carried.

Contract/Engineering Services/Fighting Creek Landfill/Parametrix/Solid Waste

Solid Waste Director Cathy Mayer asked the Board to approve the renewal of the contract between Kootenai County (Solid Waste) and Parametrix, Inc., in the amount of \$162,200.56 for engineering and operations services for the County's landfill gas and leachate systems. Commissioner Green requested clarification on what services this contract would provide. Ms. Mayer informed the Board that Parametrix, Inc., would conduct analysis of groundwater samples, leachate system samples, and landfill gas data.

Commissioner Nelson moved to approve the contract between Kootenai County (Solid Waste) and Parametrix, Inc. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

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

The motion carried.

Contract/Towing Services/Schaffer's Towing/KCSO

Sheriff Ben Wolfinger asked the Board to approve the contract between Kootenai County (Sheriff) and Schaffer's Towing for towing services. Sheriff Wolfinger notified the Board that this is to replace the contract with Merwin's Towing, which is out of business and the contract is no longer in effect. There is no cost to the County.

Commissioner Green moved to approve the contract between Kootenai County (Sheriff) and Schaffer's Towing. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

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

The motion carried.

Maintenance Contract/Multifunction Printer/Canon/Information Systems

PC/Network Specialist Will Medina requested that the Board approve a contract between Kootenai County (Information Systems) and Canon Solutions America, Inc. for the maintenance of a new multifunction printer. Commissioner Green inquired about the warranty on the product. Mr. Medina stated that the warranty is covered by the maintenance contract. Commissioner Green asked whether toner would be provided under this contract. Mr. Medina informed the Board that it would, and the cost would be lower than if purchased by the County. Commissioner Nelson asked where this printer would be installed. Mr. Medina responded that it would be located in the Prosecuting Attorneys' office.

Commissioner Green moved to approve the maintenance contract between Kootenai County (Information Systems) and Canon Solutions America, Inc. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

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

The motion carried.

Requests for Extension/Levy Taxes/Kootenai School District #274/Lakeland Joint School District #272/Post Falls School District #273/Coeur d' Alene School District #271/Auditor

Tax Accounting Technician Julina Hildreth requested that the Board approve the extension of tax levy certification deadlines for Kootenai School District #274, Lakeland Joint School District #272, Post Falls School District #273, and Coeur d' Alene School District #271. They are eligible for a seven (7) working day extension due to the possible need for emergency levies.

Commissioner Nelson moved to approve the requests for extensions of tax levy certification deadlines for Kootenai School District #274, Lakeland Joint School District #272, Post Falls School District #273, and Coeur d' Alene School District #271. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

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

The motion carried.

Memorandum of Understanding/North Idaho Maritime/Office of Emergency Management

Emergency Management Manager Sandy Von Behren requested that the Board approve the Memorandum of Understanding between Kootenai County (Office of Emergency Management) and North Idaho Maritime to provide waterborne transportation services, boat operators and crew, watercraft equipped with the appropriate safety equipment, and debris removal in the event of an emergency or disaster in Kootenai County. The County would provide the costs of salaries and fuel for the boat crews.

Commissioner Green moved to approve the Memorandum of Understanding between Kootenai County (Office of Emergency Management) and North Idaho Maritime. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Change Order #10/Architects West/Ancillary Services Building/Buildings & Grounds

Buildings and Grounds Operations Manager Shawn Riley asked the Board to approve Change Order Number Ten (10) on the contract for the Ancillary Services Building to change the grade on curbing in order to prevent accumulation of standing water near the handicapped parking spaces.

Commissioner Nelson moved to approve Change Order Number Ten (10) for the Ancillary Services Building contract. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Purchase/Office Furniture/Quantum Solutions/Ancillary Services Building/Buildings & Grounds

Mr. Riley requested that the Board approve the purchase of a conference room table and chairs from Quantum Solutions for the Ancillary Services Building in the amount of \$1,714.34. He also inquired about the source of funds for this purchase. The Board stated that the funds would be provided from the budget for the Ancillary Services Building construction project.

Commissioner Green moved to approve the purchase of office furniture from Quantum Solutions, to be funded by the Ancillary Services Building construction project budget. Commissioner Nelson seconded the motion.

There being no further discussion, Deputy Clerk Robertson 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 2:18 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Daniel Robertson, Deputy Clerk
