

**Minutes of Meeting
Commissioners' Debriefing
September 8, 2014
9:00 a.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 Jobs Plus President Steve Griffiths, Airport Director Greg Delavan, Board of County Commissioners' Administrative Assistant Nancy Jones, and Deputy Clerk Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 9:00 a.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** Commissioner Nelson requested that the agenda be amended to add a discussion on County Contracts. She explained that this item required discussion prior to the next Commissioners' Debriefing, scheduled on September 22, 2014.

Commissioner Green moved to amend the agenda and add a discussion about County Contracts. 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:**

Jobs Plus President Steve Griffiths asked the Board to consider a letter of support for AGC Composites (previously Unitech). Mr. Griffiths explained that AGC Composites is considering relocating to another state, which would impact 150 local jobs. He advised that the State of Idaho offers tax reimbursement incentives to businesses that employ at least fifty (50) individuals with annual earnings of at least \$33,000 and AGC Composites meets these requirements. The State of Idaho offers this incentive to attract and retain employers. The State of Idaho also requires that local governmental agencies provide a meaningful community match for these companies to qualify. Mr. Griffiths advised that if AGC Composites does not relocate they will need additional parking and would like to add 25,000 square feet of manufacturing space. Airport Director Greg Delavan stated that AGC Composites has adequate land to expand the manufacturing space and that the Airport has land available adjacent to AGC Composites that could be leased and used for parking. Mr. Griffiths explained that this expansion would allow meaningful community match opportunities by the County, which include reduced lease rates and fee waivers to meet the State of Idaho's requirements. A meaningful community match would equate to approximately \$130,000 to \$150,000. In return AGC Composites plans to add an additional 125 jobs. The Board agreed to review these options and provide the letter of support for AGC Composites recommending that they receive the tax reimbursement incentives from the State of Idaho.

Mr. Griffiths, Mr. Delavan, and Board of County Commissioners' Administrative Assistant Nancy Jones exited the meeting at 9:44 a.m.

The Board nominated Commissioner Green to serve on the Capital Crimes Defense Funds Board. The term of office for this position will begin October 1, 2014 and end September 30, 2016.

Commissioner Green explained that he met with the City of Coeur d'Alene Mayor Steve Widmyer and other members of the Four Corners Steering Committee. He stated that a position on this committee was offered to the Board, but that he declined. The Board agreed that the County only has a small interest in the area that this committee is discussing. Chairman Tondee advised that the Board should be involved in any discussions that include the area surrounding the Administrative Campus.

Commissioner Nelson shared that the Quantum Solutions furniture proposal amount has been confirmed for the Human Resources Department. Delivery of the product takes six (6) to eight (8) weeks and Quantum Solutions requires a thirty percent (30%) down payment. Commissioner Nelson advised that this item is on the agenda to discuss at the Business Meeting to be held on September 9, 2014.

Commissioner Nelson inquired if it would be beneficial to have Finance Director David McDowell present the Quarterly Budget reports to the Board. The Board discussed this option and Commissioner Green advised that it may be beneficial to have Mr. McDowell present the fourth (4th) quarter report. Chairman Tondee stated that he thought it would be beneficial.

Commissioner Nelson asked the Board if they would like to host a legislative lunch again this year. The Board agreed that the luncheon has always been well received and would like to host this event again. Commissioner Nelson stated that this luncheon would be held in the latter half of November 2014, after the General Election. Commissioner Nelson will move forward with planning this event.

Commissioner Nelson proposed again that the Board consider rotating the liaison distribution list to give the Commissioners the opportunity to work with the departments that they have not worked with in the past. Chairman Tondee and Commissioner Green were not supportive of this suggestion.

The Board discussed the Contract Log that is maintained by the Clerk's Office. Commissioner Nelson suggested that additional pages be added to track Agreements and Memorandums of Understanding (MOU) separately. Chairman Tondee and Commissioner Green stated that one (1) list is preferable. The Board agreed that all of these documents should be reviewed annually and that the department heads are responsible for advising the Clerk's Office of the status of these agreements.

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 10:26 a.m. and exited at 10:45 a.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 10:45 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
