

**Minutes of Meeting
Commissioners' Debriefing
October 6, 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, Major Kim Edmondson, Clerk Jim Brannon, Solid Waste Director Cathy Mayer, Merwin's Repair and Towing Owners Amy Howell and Chad Howell, Civil Deputy Prosecuting Attorney Jamila Holmes, and Deputy Clerk Brandie Bradley.

A. Call to Order: Chairman Tondee called the meeting to order at 2:04 p.m.

B. Introductions: There were no introductions made.

C. Changes to the Agenda: There were no changes made to the agenda.

D. Old Business: No old business was discussed.

E. New Business:

Buildings and Grounds Operations Manager Shawn Riley asked the Board to authorize Chairman Tondee to sign the Substantial Completion Notice for the Ancillary Services Building. Mr. Riley advised that the building is now complete.

Commissioner Green moved to authorize Chairman Tondee to sign the Substantial Completion Notice for the Ancillary Services Building. 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.

Mr. Riley exited the meeting at 2:05 p.m.

Commissioner Nelson explained that when the Sheriff's Office was notified that Merwin's Repair and Towing was going out of business due to medical reasons a new contract was entered into with Schaffer's Towing. Merwin's Repair and Towing new owners, Amy and Chad Howell, came before the Board to request the opportunity to bid on the towing contract for the Sheriff's Office. Chairman Tondee stated that he had discussed this contract with Sheriff Ben Wolfinger. Sheriff Wolfinger indicated that this was a service contract and per Legal was not required to go through the bidding process. Major Kim Edmondson agreed to discuss this contract with Sheriff Wolfinger to see if he would be willing to accept bids for the towing services. Major Edmondson stated that she will follow-up with the Board and the Howells after she speaks with Sheriff Wolfinger.

Mr. Howell and Ms. Howell exited the meeting at 2:27 p.m.

The Board discussed the Idaho Counties Risk Management Program Board of Trustees nominations. Incumbent Jack Buell, District I, Representative was uncontested. No further action was required by the Board.

Clerk Jim Brannon exited the meeting at 2:28 p.m.

Solid Waste Director Cathy Mayer stated that Waste Management had contacted the Solid Waste Department to advise that they would begin charging for single stream recycling services. Due to the existing contract between Kootenai County (Solid Waste) and Waste Management, the fees for these services cannot increase until the current contract expires in 2016. Coeur d'Alene Garbage Service owner Phil Damiano has requested that the County supplement these fees as he was not under contract with Waste Management and will now be charged for single stream recycling products. Ms. Mayer stated that she had advised Mr. Damiano that the County would not supplement these fees, as he is a private business that operates of his own free will. Ms. Mayer asked the Board to consider upholding this decision. The Board agreed with this denial.

Ms. Mayer advised that the electrical control equipment at the Fighting Creek Landfill has been in place since 1993. As new systems have been added they have been incorporated into the existing system. This equipment is now obsolete and requires upgrading and Ms. Mayer asked the Board to consider foregoing the competitive bidding process and allow the Solid Waste Department to contract with Woodhawk Controls. She explained that Woodhawk Controls has been maintaining the existing system and is familiar with the needs of the Solid Waste Department. The estimated cost for this upgrade would be \$65,000 to \$75,000. The Board discussed this option and authorized Ms. Mayer to draft a contract with contractor Woodhawk Controls.

Ms. Mayer exited the meeting at 2:47 p.m.

The Board briefly discussed the wages for the Elected Officials and agreed that these wages would not be increased this year. A resolution will be drafted about this decision and brought forward at a Business Meeting for adoption by the Board.

Commissioner Nelson explained that Lieutenant Stuart Miller had requested that the Board consider appointing Human Resources Director Skye Reynolds to be responsible for counting employees during emergency situations at the Administration Campus. She stated that he would also like another member of the Human Resources Department to serve as a back-up for Ms. Reynolds should the emergency occur while Ms. Reynolds is off campus. Commissioner Nelson advised that Ms. Reynolds and the Human Resources Department know a majority of the employees and would be beneficial in this role. The Board agreed that Commissioner Nelson should speak with Ms. Reynolds to see if she and her department would be willing to take on this responsibility.

Major Edmondson exited the meeting at 2:55 p.m.

Commissioner Nelson moved that the Board enter Executive Session pursuant to *Idaho Code* §67-2345(1)(f), to discuss the legal ramifications of, and legal options for, pending litigation, or controversies not yet being litigated but imminently likely to be litigated (Sun Up Bay Encroachment). Commissioner Green 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.

The Board entered into Executive Session at 2:56 p.m.

Civil Deputy Prosecuting Attorney Jamila Holmes joined the Board in Executive Session.

The Board exited Executive Session at 3:10 p.m. and Ms. Holmes exited the meeting. No decision was made by the Board.

The Board discussed the upcoming meeting with Senator Mike Crapo and the items that would be added to the agenda for that meeting. Some of the agreed upon topics included the United States Forest Service Forestry Plan, Upper Basin Clean-Up, Waterways of the United States and delivery of a letter of support for Payments in Lieu of Taxes (PILT).

Commissioner Nelson suggested that a form be developed to capture the indirect costs for grants. Commissioner Green stated that the Grants Specialist should be responsible for tracking these costs. Chairman Tondee agreed that Grants Compliance Officer Jody Bieze is structuring the office to ensure that these processes are implemented. Further discussion on this item will take place at the meeting to be held with Ms. Bieze on October 7, 2014.

Commissioner Nelson shared that she has been participating in the Community Health Partners Board. She explained that this is a joint Board composed of Panhandle Health District, Heritage Health, and Kootenai Health. Commissioner Nelson advised that she plans to continue to serve on this Board after her term as Commissioner ends in January.

Commissioner Nelson suggested that the Board adopt an Education Proclamation to recognize Kootenai Junior/Senior High School and Coeur d'Alene Charter Academy for ranking in the top three (3) in the state for SAT scores. The Board agreed that these schools should be recognized for their achievement and asked Commissioner Nelson to draft the proclamation for consideration by the Board.

Commissioner Nelson advised that she has been tracking the Lottery Funds that have been expended since 2011. The amount to date is \$960,000. Through this process it came to her attention that there is \$107,000 in Lottery Funds that have not been allocated. She inquired if any of the departments had a use for these funds and has received requests from the Juvenile Detention Center that would reduce this amount to \$21,000. The Board approved these requests.

The Board briefly discussed the topics that they will be presenting at the Legislative Luncheon, which included: Public Defender Reform and Special Assistant United States Attorneys (SAUSA). The Board also discussed the invitations that have been extended to those holding office and the candidates should they win their elections.

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 further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

The Board entered Executive Session at 3:54 p.m. and exited at 4:49 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 4:50 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
