

**Minutes of Meeting
Commissioners' Debriefing
November 10, 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 Clerk Jim Brannon, Assessor Mike McDowell, Information Systems Director James Martin, and Deputy Clerk Daniel Robertson. Also present were Schaffer's Towing owners Tim and Terry Vulles and citizen Tina Kunishige.

A. Call to Order: Chairman Tondee called the meeting to order at 2:02 p.m.

B. Introductions: There were no introductions made.

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

D. Old Business: There was no old business discussed.

E. New Business:

Information Systems Director James Martin asked the Board's approval to purchase Voice Over Internet Protocol (VOIP) phones for the new Public Defender space. He said that the price would be going down by about \$2,000 from the price quoted on the purchase order, due to the vendor's sale until the end of the calendar year. The Board approved his request.

Chief Deputy Clerk Pat Raffee entered at 2:12 p.m. and citizen Greg Delavan entered at 2:18 p.m.

Commissioner Green said that he was uncomfortable how the Board had directed staff to handle the pay for exempt employees for Fiscal Year 2015 (FY15). The attendees reviewed the previous discussions regarding the irregularity of calendar year 2015 having twenty-seven (27) pay dates rather than twenty-six (26), as is the case in most years. This extra pay date could result in a pay increase to the annual salaries of the exempt employees.

The attendees discussed the ramifications for various methods to deal with this irregularity, and discussed how other organizations deal with this issue. The Board asked the Clerk, Legal, and Human Resources to do more research on these options and to bring their recommendation to the Board.

The Commissioners discussed a letter received from Schaffer's Towing owners Tim and Terry Vulles requesting the Board not to send out a request for bids for the Sheriff's towing contract. This contract had been awarded to Schaffer's Towing after the previous contractor went out of business. Chairman Tondee said that Sheriff Ben Wolfinger was not in favor of a rotational contract that would require him to contact each contractor in a specified order.

Tim and Terry Vulles explained that they had signed the contract with the understanding that it would remain in effect for 1 year, and that they have been meeting all of the performance standards outlined in the contract and did not believe the County had cause for termination. Chairman Tondee said that the contract has a clause allowing for termination with 30 days written notice without cause.

Commissioner Green stated that if the Board does send a request for bids out that it would not be a reflection of the service offered by Schaffer's Towing, but rather an attempt to give other vendors the opportunity to bid. The Board agreed to consult with Legal before making a decision on whether to send a request for bids.

Tim and Terry Vulles and Tina Kunishige exited the meeting at 2:46 p.m.

The Board reviewed the County Annual Juvenile Justice Report to the Idaho Department of Juvenile Corrections.

Commissioner Green moved to authorize Chairman Tondee to sign the County Annual Juvenile Justice Report to the Idaho Department of Juvenile Corrections. 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.

The Board reviewed a Cataldo encroachment issue, where an individual built an asphalt pad extending onto County property, and agreed to discuss this further when Legal and Parks and Waterways Director Nick Snyder were both available.

Commissioner Nelson said that the County did not meet the fifteen percent (15%) enrollment rate requirement for Lifemap Insurance to offer a \$200,000 guaranteed issue. She said that Lifemap was still willing to offer a guaranteed issue of \$20,000 for the covered employee and \$10,000 for a spouse and children, at no additional cost to the County. She said that Human Resources had requested the Board's approval to accept this offer. The Commissioners agreed that this was acceptable as long as the employees still had the option of declining this reduced coverage.

Commissioner Nelson inquired about how the Board would utilize their merit fund increase of \$3,300, which they had authorized following previous discussions about the elected official's salary withholding. The Board agreed to wait on this decision.

Commissioner Nelson requested that the Board extend the hiring process deadline for the Airport Director position in order to advertise to a wider pool of candidates, or stop the process altogether so that the incoming Board could make the decision. Commissioner Green said that he was in favor of extending the deadline only if they did not receive quality applicants within the currently allotted timeframe. Commissioner Nelson said she was not in favor of continuing the process. Commissioner Green recalled that Commissioner Elect David Stewart had said that this decision would be dependent on the facts that he was not yet aware of. Chairman Tondee said that Commissioner Elect Marc Eberlein had said something similar. Chairman Tondee suggested that both Commissioners Elect could be asked to sign a confidentiality agreement and be involved in the hiring process. Commissioner Green said that it was not appropriate to turn this decision over to the oncoming Board, as the Commissioners Elect were not aware of several years of issues relevant to this decision.

The Board discussed under what conditions they would consider extending the deadline. They also discussed logistical details of reviewing applications and conducting interviews.

The Board discussed the draft letter prepared by Commissioner Nelson to be sent to airport stakeholders regarding the upcoming meeting to discuss the Airport Environmental Assessment for the planned land acquisition. They discussed the potential times, dates, and locations for the meeting. They agreed that the draft letter was acceptable.

The Board discussed whether to interview KLJ Engineers Airport Planner Ben Mello on his proposal to consult with the County on the Airport Master Plan. Commissioner Nelson said that Mr. Mello has extensive aviation experience and lives in the community. The Board agreed that it would be beneficial to meet with him.

Clerk Jim Brannon and Ms. Raffee exited the meeting at 3:13 p.m.

Commissioner Nelson indicated that Reynolds, Smith and Hills, Inc. Senior Aviation Consultant Steven Domino had proposed that the Board hire him under individual work orders rather than a long term contract. Commissioner Nelson said that she was favorable to this, as it would avoid obligating the oncoming Board. The Commissioners discussed the advantages and drawbacks of hiring Mr. Mello or Mr. Domino, and whether to involve both or either of them in the upcoming meeting with the airport stakeholders. The Board agreed to meet with Mr. Mello to discuss his proposal and to consider executing a work order with Mr. Domino.

- 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 3:21 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Daniel Robertson, Deputy Clerk
