

**Minutes of Meeting
Commissioners' Debriefing
November 24, 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 Parks and Waterways Director Nick Snyder, Civil Deputy Prosecuting Attorney Jamila Holmes, and Deputy Clerk Daniel Robertson.

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: Commissioner Green moved to add two items to the agenda: a letter regarding Juvenile Justice Annual Finances, and scheduling meetings with consultant Steven Domino. 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.

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

E. New Business:

Parks and Waterways Director Nick Snyder asked the Board for approval to purchase four small filing cabinets to replace some aging file cabinets which had become inoperative during a move. Mr. Snyder said he did not have such funds in his Fiscal Year 2015 (FY15) office supply budget. The Commissioners instructed Mr. Snyder to purchase the files he needed, and to manage the rest of his B budget through the course of FY 15 to cover the unexpected costs.

Commissioner Green moved that the Board enter into executive session per Idaho Code 67-2345 1(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated regarding SunUp Bay. 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 Commissioners and Civil Deputy Prosecuting Attorney Jamila Holmes entered executive session at 2:12p.m. The Board exited executive session at 2:28 p.m. without making a decision.

Chairman Tondee presented a discussion of interviews for Advisory Board positions, and queried the Commissioners regarding their preferences for conducting these interviews. The Board agreed that these interviews would be conducted in open meetings, and that Advisory Board Chairs or Vice Chairs would be invited to attend but their attendance would not be mandatory.

Commissioner Nelson raised some concerns regarding a letter sent by Chairman Tondee to the Department of Commerce at Jobs Plus President Steve Griffiths request. The other two Commissioners were comfortable with the letter having been sent, so no action was required.

The Board discussed some resolution changes requested by Office of Emergency Management Manager Sandy Von Behren, and were agreeable to hearing more specifics from her at a future meeting.

Chief Deputy Clerk Pat Raffee entered the meeting at 2:45 p.m.

Commissioner Green described a meeting with several Airport staffers and Auditor's staffers, including Clerk Jim Brannon, at which airport billing process changes were discussed. He outlined several benefits of making the billing process more user-friendly, and of keeping tenant relationship management responsibilities fixed with Airport staff. The Commissioners debated whether monthly statements were necessary, but all agreed to listen to further details which would be presented to the Board before any communications were sent to tenants. Commissioner Green said that Interim Airport Director Phil Cummings would bring an example statement and an overview of the entire Airport billing transition plan for Board review and approval before the mid-December implementation date.

Commissioner Green brought up an issue regarding paying employees for compensatory time in the Adult Misdemeanor Probation (AMP) department. The Board discussed whether an 80-hour umbrella rule for law enforcement applied to this department. Commissioner Green said he would ask AMP Director Kevin Creighton to do more research and provide that, along with quantifying the dollar amounts involved, to the Board at a future meeting.

The Board discussed the particulars of an offering by Colleen Allison to research past Airport grants. They agreed there was no need for the services.

The Board agreed they had no interest in representing the County on the Panhandle Resource Committee, and would decline that request.

Commissioner Green restated the key points of a request for an additional staffer by the Clerk's division. He said based on the track record of proactive staff management by the Clerk and the Chief Deputy Clerk, he was inclined to approve the request. Commissioner Nelson preferred the request be submitted with the FY 2016 budget process, and Chairman Tondee supported approving the position but during the budgeting process.

Commissioner Green moved that the Board authorize a second Senior Elections Clerk to be hired but that no additional salary dollars were approved for this position in FY2015. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: No
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

Ms. Raffee exited the meeting at 3:13 p.m.

The Commissioners discussed some documents regarding the Juvenile Justice Department's Annual Financial reports. They found the information confusing and possibly incorrect. The Board decided to ask Juvenile Probation Director Debra Nadeau to attend the November 25, 2014 Business Meeting to explain the particulars.

Commissioner Green moved that the Board continue this item to the November 25, 2014 Business Meeting. 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.

Commissioner Nelson summarized some issues regarding meetings with Reynolds, Smith and Hills, Inc. Senior Aviation Consultant Steven Domino. The Commissioners discussed various calendar constraints, and were in agreement that the Board's meeting with T-O Engineers and Mr. Cummings on December 15 or 16 plus the Board's meeting with Mr. Domino on December 17 and 18 were desirable. Commissioner Green agreed to contact the Community Development department to adjust their meeting scheduled for December 18 to free up time for the other meetings.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

Chairman Tondee adjourned the meeting at 3:27 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Daniel Robertson, Deputy Clerk
