

Minutes of Meeting
Business Meeting
January 6, 2015
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 Interim Airport Director Phil Cummings, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Staff Accountant Kimberli Price, Solid Waste Principal Planner Laureen Chaffin, Legal Assistant Barb Nyquist, Parks and Waterways Director Nick Snyder, Interim Finance Director Keith Taylor, Solid Waste Director Cathy Mayer, Emergency Management Manager Sandy Von Behren, Administrative Secretary Teri Johnston, Panhandle Health District's Dale Peck, Idaho Department of Environmental Quality's Dan Redline, and Deputy Clerk Mary Enquist. Also present was citizen Tina Kunishige.

- A. Call to Order:** Commissioner Todd Tondee called the meeting to order at 2:03 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

12/04/14 Public Hearing/Deliberations/Community Development
12/09/14 Business Meeting
12/10/14 Business Meeting Continuation
12/16/14 Public Hearing/Community Development
12/16/14 Business Meeting
12/16/14 Sun Up Bay Trespass Discussion
12/18/14 Review Paratransit Recommendation
12/18/14 Public Hearing/Community Development
12/19/14 Deliberations/Community Development

Board Action

Affidavit of Treasurer's Report/December 31, 2014; January 2, 2015

Financial Report/November 2014/Civil Division/KCSO

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 Enquist 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 December 29, 2014 through January 2, 2015.

Commissioner Nelson moved to approve the Payables Summary in the amount of \$444,223.42. Commissioner Green seconded the motion. There being no discussion, Deputy Clerk Enquist called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

- E. Changes to the Agenda:** Resolution 2015-02/Fund Balance Policy/Board of Commissioners was pulled from the agenda.

Commissioner Green moved to pull item 8 Resolution 2015-02 Fund Balance Policy from today's agenda and move to another date uncertain at this time. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Enquist called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

- F. Old Business:** There was no old business discussed.

- G. New Business:**

Bid Opening 2015-01/Track Loader/Solid Waste

Solid Waste Director Cathy Mayer said Rowand Machinery of Spokane, Washington was unable to provide a bid. Western States Equipment from Hayden, Idaho submitted a bid for a purchase price of \$327,628.86 or a five year lease price of \$48,579.38 per year with a optional trade in value of \$22,750.

Commissioner Tondee moved to forward the bid onto the Legal and Solid Waste departments for review and recommendations. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye
The motion carried.

Memorandum of Understanding/Panhandle Health District/Mobile Command Unit/Office of Emergency Management

Emergency Management Manager Sandy Von Behren said that Panhandle Health District has agreed to provide their facility as well as their mobile command center for use as a command post, an emergency call center and/or a joint information center to Kootenai County as a back-up facility in the event of a disaster. This agreement also includes providing Panhandle Health District with access to the services of the Kootenai County's Incident Management team to direct regional public health emergencies.

Commissioner Green moved to adopt this Memorandum of Understanding between Panhandle Health District and the Kootenai County's Office of Emergency Management. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Grant Agreement/AIP 3-16-0010-039/Idaho Transportation Department/ Sustainable Management Plan/Airport

Interim Airport Director Phil Cummings said this is a revised grant agreement between Kootenai County Airport and the Idaho Transportation Department. This agreement confirms the approval of a state grant extended to the County to assist with the costs associated with the Sustainable Management Plan at the Coeur d'Alene Airport. This agreement is a formal acceptance of state funds of \$11,006.

Commissioner Green moved to accept grant for AIP 3-16-0010-039 with ITD and the County's Airport Sustainable Management Plan. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Lease Agreement/Big Sky EDM, Inc./Rescind Warren/Airport

Mr. Cummings said Jim Warren desires to terminate his lease with the County because he has sold his hanger to Russ Schofield of Big Sky EDM, Inc. Mr. Cummings said the rescinding of Mr. Warren's lease and initiating a new lease agreement with Russ Schofield of Big Sky EDM, Inc. have been fully executed and are awaiting the Board of Commissioners approval.

Commissioner Green moved to approve this new lease agreement with Big Sky EDM, Inc. and rescind the lease with Jim Warren at the Airport. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Memorandum of Agreement/Department of Environmental Quality/Aquifer Protection Program/Board of Commissioners

Idaho Department of Environmental Quality Dan Redline discussed how the Memorandum of Agreement between Kootenai County and the State of Idaho's Department of Environmental Quality identifies the type of work, project management, payments and other processes that both parties will follow to continue a successful aquifer protection program.

Commissioner Green moved to approve the Memorandum of Agreement with Idaho's Department of Environmental Quality and the Board of County Commissioners Aquifer Protection Program.

Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Advisory Board Appointments/Fromkin/Levine/Planning & Zoning Commission

The Board discussed appointing Jay Fromkin and David Levine to the Planning and Zoning Commission.

Commissioner Green moved to appoint Jay Fromkin to the Planning and Zoning Commission.

Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Commissioner Green moved to appoint David Levine to the Planning and Zoning Commission. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Non-Disclosure Agreement/Tetra Tech, Inc./Office of Emergency Management

Ms. Von Behren discussed the non-disclosure agreement between Kootenai County and Tetra Tech, Inc. to provide critical facilities information to identify all hazards. This agreement clarifies that this program will be for official use only and not subject to public disclosure.

Commissioner Green moved to approve this non-disclosure agreement between Tetra Tech, Inc. and the Office of Emergency Management. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Resolution 2015-03/Contingency Appropriation/Auditor

Interim Finance Director Keith Taylor explained to the Board that Resolution 2015-03 is to adjust the FY 2015 budget to reflect the appropriation of contingency funds. \$119,150.00 is being allocated to the Contingency Fund and \$225,040 is being allocated to the Justice Fund.

Commissioner Green moved to adopt Resolution 2015 -03 for Contingency Fund Appropriations. Commissioner Nelson seconded the motion. Chairman Tondee pointed out that this motion had to be unanimous. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Resolution 2015-04/Carryover of 2014 Capital Project Funds/Auditor

Mr. Taylor said this is a carryover of 2014 appropriations for capital projects from the FY 2014 to FY 2015 budget.

Commissioner Nelson moved to approve Resolution 2015-04 to carry over the 2014 Capital Projects. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

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.

Chairman Tondee adjourned the meeting at 2:23 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk
