

**Minutes of Meeting
Business Meeting
March 24, 2015
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman David Stewart and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Civil Deputy Prosecuting Attorneys R. David Ferguson and Pat Braden, Legal Assistant Barb Nyquist, Clerk Jim Brannon, Staff Accountant Kimberli Price, Human Resources Director Skye Reynolds, Treasurer Steve Matheson, Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Undersheriff Daniel Mattos, Adult Misdemeanor Probation Director Kevin Creighton, Sheriff's Personnel Technician Marcia Heglie, Sheriff's Patrol Deputies Michael Douglass and Kevin Mumford, Solid Waste Director Cathy Mayer, Office of Emergency Management Clerk Bonnie Kesson, Noxious Weed Control Superintendent Bill Hargrave, Buildings & Grounds Director Shawn Riley, Administrative Secretary Teri Johnston, and Deputy Clerk Meshell Missler. Commissioner Green was excused.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Chairman Stewart led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Stewart read the items listed on the Consent Calendar.

Minutes of Meeting

02/12/15	Deliberations/Signing/VAR14-0008/Community Development
02/12/15	Deliberations/Signing/VAR140005/Community Development
02/25/15	Department Heads
02/26/15	Deliberations/Signing/SPN14-0003/Community Development
03/05/15	Joint Meeting/HARSB/Hayden City Council
03/05/15	Justice Building HVAC Issues
03/09/15	Commissioners' Debriefing
03/10/15	Business Meeting
03/10/15	Multi-Function Printer Discussion
03/17/15	Request for Payment Deferment 2013-950
03/17/15	Request for Debt Forgiveness 2012-56
03/17/15	Indigent Appeal 2014-771

Board Actions

BOCC Signatures for Indigent Cases: 3/12/15 through 3/18/15

Commissioner Eberlein moved to approve the Consent Calendar and Board Actions as printed on the agenda. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye
The motion carried.

D. Payables List: Chairman Stewart presented the Payables Lists for March 16, 2015 through March 20, 2015 in the amount of \$644,698.33 and Jury payments of \$6,100.49.

Commissioner Eberlein moved to approve the Payables Lists for March 16, 2015 through March 20, 2015 in the amount of \$644,698.33 and Jury payments of \$6,100.49. Chairman Stewart seconded the motion.

There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

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

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

G. New Business:

Bid Opening 2015-02/Wood Recycling/Solid Waste

Commissioner Eberlein opened bids for wood recycling at Solid Waste as follows; note prices reflected are per ton:

- Canyon Hill Industries: year one \$22, year two \$23, year three \$24, year four \$25, year five \$26 and bid included a check for \$5000
- Woodwaste Recycling TML Construction, Inc.: year one \$23.75, year two \$25.41, year three \$27.19, year four \$29.09, year five \$31.13
- Ironsides Custom Grinding: year one \$24.50, year two \$25.75, year three \$27, year four \$27.50, year five \$29 and bid included a check for \$5000
- Northwest Industrial Services: year one \$40, year two \$41, year three \$42, year four \$43, year five \$44 and bid included a check for \$5000

Commissioner Eberlein moved to accept these bids and requested they be forwarded to the Legal and Solid Waste departments for review and recommendation to the Board. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

Contract Amendment/Electronics Recycling/Solid Waste

Solid Waste Director Cathy Mayer requested the Board's approval on a contract amendment for electronic recycling with ECS Refining, Inc. which will extend the current contract by 180 days.

Commissioner Eberlein moved to approve the Contract Amendment for electronics recycling with ECS Refining, Inc. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

Agreement/Textile Recycling/RE-TEXT LLC/Solid Waste

Ms. Mayer requested the Board’s approval on an agreement for textile recycling with Re-Text, LLC dba Gemtext Spokane that will provide the collection containers at the solid waste sites. Ms. Mayer said there are no fees for the service, and any profit collected by Re-Text LLC from the items collected will go to the “Make a Wish Foundation” and other nonprofit organizations.

Commissioner Eberlein moved to accept the agreement with Re-Text, LLC for textile recycling. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

Contract/ABM Janitorial Services/Buildings & Grounds

Buildings & Grounds Director Shawn Riley requested the Board’s approval of a contract for \$10,754.14 per month with ABM Janitorial Services. This is a one year contract with an option to renew and also contains a 60 day opt out notice by either party. Mr. Riley said the funding will come from the Buildings and Grounds budget.

Commissioner Eberlein moved to approve the Contract with ABM Janitorial Services. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

Proclamation: April 12-18, 2015/National Telecommunicators’ Week

Undersheriff Dan Mattos explained to the Board that Sheriff Wolfinger submitted this Proclamation for April 12 – 18 to be National Telecommunicators’ Week honoring the emergency communication officers. Undersheriff Mattos read the Proclamation into the record.

Commissioner Eberlein moved to approve and proclaim the week of April 12 – 18 to be National Telecommunicators’ Week. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

Donation Agreement/1994 Chevrolet Pickup/North Idaho Fair/Noxious Weed Control

Noxious Weed Control Superintendent Bill Hargrave requested the Board’s approval to donate a surplused 1994 Chevrolet pickup truck to the North Idaho Fair.

Commissioner Eberlein moved to approve the donation agreement of the 1994 Chevrolet pickup from Noxious Weed department to the North Idaho Fair. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: Aye

The motion carried.

2015 Amendment to Weed Spraying Agreement/Panhandle Spray Service/ Noxious Weed Control

Mr. Hargrave requested the Board’s approval of an amendment to the 2014 Weed Spray Agreement with Panhandle Spray Service which will extend the spray contract for the 2015 season. He said the price will remain the same.

Commissioner Eberlein moved to approve the amendment to the weed spraying agreement with Panhandle Spray Service for the 2015 season. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

- Commissioner Eberlein: Aye
- Commissioner Green: Excused
- Chairman Stewart: Aye

The motion carried.

Resolution 2015-32/Surplus Property/Assessor

Assessor Mike McDowell requested the Board’s approval to surplus a 1900’s pantograph found in the mapping department which is no longer used. Mr. McDowell said he was going to contact the North Idaho Museum to see if they were interested.

Commissioner Eberlein moved to approve Resolution 2015-32 to surplus an antique pantograph with a value of less than \$250 and approve the donation of this item to North Idaho Museum if they are interested in it. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

- Commissioner Eberlein: Aye
- Commissioner Green: Excused
- Chairman Stewart: Aye

The motion carried.

Resolution 2015-33/Surplus Property/Office of Emergency Management

Office of Emergency Management Clerk Bonnie Kesson requested the Board’s approval to surplus some outdated radio equipment.

Commissioner Eberlein moved to approve Resolution 2015-33 to surplus the old radio equipment for the Office of Emergency Management. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

- Commissioner Eberlein: Aye
- Commissioner Green: Excused
- Chairman Stewart: Aye

The motion carried.

Professional Services Agreement/BDPA-NW/Human Resources

Human Resources Director Skye Reynolds requested the Board’s approval on a Professional Services Agreement with BDPA-NW to conduct a market survey. Ms. Reynolds said there is an annual subscription fee of \$2,200 and a onetime set up fee of \$1,500 but she added that this request is for one year only.

Commissioner Eberlein moved to approve the Professional Services Agreement with BDPA-NW to conduct a market survey. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

- Commissioner Eberlein: Aye
- Commissioner Green: Excused
- Chairman Stewart: Aye

The motion carried.

Kootenai County Sheriff's Office/Matrix Approval/Raise Documentation/Auditor

Clerk Jim Brannon distributed the Sheriff's Office wage increases details and said it is \$8,056.70 less than the original amount approved by the Board on March 8, 2015.

Undersheriff Mattos distributed the Sheriff's Office finalized matrix.

Commissioner Eberlein moved to accept the Sheriff's Office matrix effective March 8, 2015 and the pay increases as noted on the documents provided by the Auditor's office. Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Excused
Chairman Stewart: 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 Stewart adjourned the meeting at 2:34 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk
