

**Minutes of Meeting
Commissioners' Debriefing
March 30, 2015
2:30 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 Clerk Jim Brannon, Buildings and Grounds Director Shawn Riley, Grants Management Office Director Jody Bieze, Staff Accountant Kimberli Price, and Deputy Clerk Mary Enquist. Commissioner Dan Green was excused.

A. Call to Order: Chairman Stewart called the meeting to order at 2:35 p.m.

B. Introductions: There were no introductions made.

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

D. New Business:

Roofing Bid Discussion (former Public Defender's building)

Buildings and Grounds Director Shawn Riley brought three bids, per the Board's request, for a new roof for the former Public Defender's building. The bids were:

- ICON \$18,984
- Granite Enterprises, Inc. \$17,594
- C&K Roofing, Inc. \$14,000

Staff Accountant Kimberli Price explained to the Board what funds can be used for this project and gave them the account number that will be used: 11.3450.20.

Mr. Riley said he will be presenting an official notice to award the bid to C & K Roofing, Inc. at the March 31, 2015 Business Meeting but he asked the Board to approve a bid bond waiver.

Commissioner Eberlein moved to waive the bid bond for C&K Roofing, Inc. for a new roof for the old Public Defender's building. Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Fire Pro Discussion (fire panel and annunciator at JDC)

Mr. Riley said the fire panel and annunciator need to be replaced at the Juvenile Detention Center (JDC) because the original fire panel and annunciator were installed in 1988-89 and parts are now obsolete. Mr. Riley said he has the \$5,840 funds in his budget to pay for the new fire panel and annunciator, yet because the amount is over \$5000 Board approval is necessary.

Commissioner Eberlien moved to approve Buildings and Grounds Director Shawn Riley's request to purchase a fire panel and annunciator in the amount of \$5,840 for the Juvenile Detention Center. Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

ICRMP Request (name the old PD bldg to go along with the address)

Mr. Riley said according to the Auditor's office ICRMP, the County's insurance provider, requires a physical address and a different building name for the old Public Defender's building. At the Board's request, Mr. Riley recommended "Admin Annex."

Commissioner Eberlien moved to rename the old Public Defender's building the "Admin Annex". Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

Clerk Jim Brannon asked the Board to clarify the official name to be Administration Annex and not "Admin Annex".

Commissioner Eberlein moved to rescind the previous motion to name the old Public Defender's building Admin Annex, and instead to officially name it "Administration Annex". Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

Service and Fare Equity Analysis (request for information)

Grants Management Office Director Jody Bieze informed the Board of a Service and Fare Equity Analysis to be conducted. Ms. Bieze said she has requested information from several consulting firms experienced with conducting such an analysis to review and certify the current bus routes, stops and fares. Groups to be surveyed include the elderly, disabled and Veterans, and clarifying routes for such groups to have easy access for doctor appointments and work sites.

5307 Program of Projects

Ms. Bieze said the 5307 Program for FY 2016 requires the Federal Transit Authority (FTA) to do a Program of Projects. A public hearing will provide a comprehensive plan, land use information, and current and proposed bus routes. She said she will notice specific stakeholders before the planned public hearing to elicit written comments. Ms. Bieze asked that the public hearing be held on April 14, 2015, and said she would verify the date with the Legal department.

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

Chairman Stewart adjourned the meeting at 2:59 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Mary Enquist, Deputy Clerk
