

Minutes of Meeting
Clerk Department FY2016 Budget Discussion
May 12, 2015
4:00 p.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Senior Staff Accountant Kimberli Price, Accounting Manager Grace Blomgren, District Court Services Director Diana Meyer and Manager Nicole Vigil, County Assistance Manager Shelly Amos, Elections Manager Carrie Phillips, Recording Manager Yuen Allison and Records Technician Paige Plew, and Deputy Clerk Meshell Missler.

A. Call to Order: Chairman David Stewart called the meeting to order at 4:02 p.m.

B. Introductions: There were no introductions.

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

D. Old Business:

Clerk Jim Brannon noted the current deferred decisions list now includes all overtime requests, the Solid Waste B Budget, and whether tuition reimbursements are to be centralized Countywide, or segmented by department.

E. New Business:

District Court

District Court Services Director Diana Meyer presented and discussed with the Board the District Court's A Budget (Personnel), B Budget (Operating Expenses) and C Budget (Capital Expenditures) requests. After some discussion the Board agreed to accept the personnel request for a Judicial Assistant, to reduce the overtime operating expense to \$25,000 and to allow the capital expense for the furniture upgrade.

Commissioner Green moved to tentatively accept the personnel request for a Judicial Assistant, reduce the overtime operating expense to \$25,000 and to allow the capital expense for the furniture upgrade. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

Auditor

Auditor Accounting Manager Grace Blomgren presented and discussed with the Board the Auditor's Department A Budget, B Budget and C Budget requests. After some discussion the Board agreed to cut the personnel request for a Staff Accountant and the associated new position equipment expenses of \$5,150 for that position, and to also cut the \$20,000 request for consultant fees.

Commissioner Green moved to tentatively accept the Auditor’s department budget requests amended by denying the personnel request for a Staff Accountant, its new position expenses and the consultant fees of \$20,000. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

Recorder

Recording Manager Yuen Allison presented and discussed with the Board the Recorder’s Office C Budget request for the continuing Capital Archiving project. After some discussion the Board agreed to accept the Capital Archiving project and also agreed with the Recorder’s B Budget as presented. Commissioner Green said no motion was necessary.

Elections

Elections Manager Carrie Phillips presented and discussed with the Board the Elections department’s Budget requests and the Board agreed to accept the B budget as proposed.

Commissioner Green moved to approve the Elections’ department proposed B budget as presented. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

County Assistance

County Assistance Manager Shelly Amos discussed the County Assistance department’s three budgets, and the Board focused particularly on the Indigent Operations B budget. They requested the Burial and Cremation costs be reduced from \$40,000 to \$35,000 and approved all other proposed budget items and the two other departmental budgets requested.

Commissioner Green moved to tentatively accept all County Assistance’s proposed budgets with the amendment of Burial and Cremation costs being reduced to \$35,000. Chairman Stewart seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There were no public comments.

Chairman Stewart adjourned the meeting at 5:02 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk
