

Minutes of Meeting
FY2016 Budget Deliberations
July 22, 2015
10:30 a.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 Accountants Kimberli Price and Keith Taylor, Chief Deputy Assessor Richard Houser, Human Resources Director Skye Reynolds, Treasurer Steve Matheson, Chief Deputy Treasurer Laurie Thomas, Administrative Assistant Nancy Jones, and Deputy Clerk Meshell Missler.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 10:31 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Sick Leave Termination

Clerk Jim Brannon requested clarification from the Board regarding the Sick Leave Termination Budget. Mr. Brannon said \$200,000 is the recommended FY2016 amount from the Clerk and the Human Resources department. Commissioner Dan Green and Commissioner Marc Eberlein agreed to this amount.

Aquifer Clarifications

Mr. Brannon requested clarification from the Board on the Aquifer Budget requests for support staff and capital. After some discussion, the Board decided to have the Board of County Commissioners (BOCC) support staff cover the extra work and any overtime expenses. The Board agreed to transfer an additional \$10,000 from the Aquifer Budget to the BOCC Administration overtime Budget to cover these costs.

Administrative Assistant Nancy Jones explained the three Aquifer capital requests; and said they were included in the five-year plan and are all one-time expenses. Ms. Jones said the requests were for \$45,000 for recharge zone easements, \$2,500 for well equipment, and \$25,000 to add an additional monitoring well at Timberlake High School. Ms. Jones stated that the well at the High School was primarily grant funded. Senior Staff Accountant Kimberli Price clarified the total amount of \$72,500 of capital expenditures to be added to the Aquifer Budget; and the Board approved this amount.

Commissioner Green moved to tentatively adopt the FY2016 Aquifer Budget as clarified with \$10,000 additional funds for administrative support, and the capital improvements of \$72,500 from the five-year plan would be expended in Fiscal Year 2016. 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.

Commissioner Eberlein moved to retain the Sick Leave Termination account balance tentatively at \$200,000. Commissioner Green 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.

Revenue Projections

Ms. Price said she had discussed and presented the under-budgeted revenue amounts with some Elected Officials and Department Heads; and after her discussions, there was an additional \$1,462,338 in revenue projections that could be added to the FY2016 Budget instead of the original Board direction of adding \$500,000.

After discussing revenue, the Board suggested one County employee be assigned to track revenue. Chief Deputy Clerk Pat Raffee said the Auditor’s office had requested a position specifically for this, but the request was denied. Commissioner Eberlein said the County needs to track revenue. The Board proposed to increase revenue projections for the FY2016 Budget.

Jail Commissary and Operating Budgets

Mr. Brannon said an internal audit was completed for the Jail Commissary and the results showed concern for items not included in the Jail Operating Budget. Mr. Brannon notified the Board of a possible \$80,000 request for operating expenses to be presented at an upcoming meeting on July 28, 2015. The Board deferred this discussion to the meeting on July 28, 2015.

B Budget (Operations)

The Board discussed at length the County’s Operating Expenses, but no decisions were made.

Chairman Stewart paused the meeting for a break at 11:32 a.m. and resumed the meeting at 11:36 a.m.

Preliminary Budget Summary

The Board discussed at length the Preliminary Budget Summary and possibilities regarding the County’s Health Insurance plan. The Board decided to continue the conversation at the 1:30 p.m. Budget meeting.

- F. 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 11:52 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk
