

**Minutes of Meeting
Business Meeting
August 25, 2015
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro-Tem Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Sheriff Ben Wolfinger, Grants Management Office (GMO) Director Jody Bieze, GMO Program Manager Christi Jo Carv, County Assistance Manager Shelly Amos, Court Services Manager Nicole Vigil, Civil Deputy Prosecuting Attorneys Pat Braden and Jamila Holmes, Legal Assistant Barb Nyquist, Administrative Secretary Teri Johnston, and Deputy Clerk Theresa Atchley. Chairman David Stewart was excused.

A. Call to Order: Chairman Pro-Tem Dan Green called the meeting to order at 2:00 p.m.

B. Changes to the Agenda: Commissioner Marc Eberlein moved to enter Executive Session *pursuant to Idaho Code §74-206(1) (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options pending litigation, or controversies not yet being litigated but imminently likely to be litigated.* Commissioner Eberlein stated this was a time sensitive issue. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The Board entered into Executive Session at 2:01 p.m.

County Assistance Manager Shelly Amos and Civil Deputy Prosecuting Attorney Pat Braden joined the Board in Executive Session.

The Board exited Executive Session at 2:03 p.m.

Commissioner Eberlein moved to direct Mr. Braden to accept the offer as proposed in Executive Session. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

C. Pledge of Allegiance: Chairman Pro-Tem Green led the Pledge of Allegiance.

D. Approval of Consent Calendar:

Minutes of Meeting

06/25/2015 Public Hearing/ZON15-0005/Ordinance No. 484/Symons/Community Development
07/02/2015 Public Hearing/Deliberations/Community Development
07/13/2015 Deliberations/Community Development
07/13/2015 Deliberations/PUD15-0001/MSF15-0001/Wild Ridge/Community Development
07/13/2015 Deliberations/MSF15-0002/The Club at Rock Creek/Community Development
07/16/2015 Deliberations/Community Development
07/30/2015 Deliberations/Community Development
08/06/2015 Public Hearing/ZON15-0006/Ordinance No. 485/Dahm/Community Development
08/17/2015 Airport Advisory Board and Airport Monthly Discussion
08/17/2015 Solid Waste Monthly Discussion
08/17/2015 University of Idaho Extension Office
08/17/2015 Community Development Update
08/17/2015 Commissioners' Debriefing
08/17/2015 Revisit Appeal No. 2013-951
08/17/2015 Lien Release Request 2012-1207; 2012-1271
08/18/2015 Business Meeting

Board Actions

Corrected Resolution 2015-64/Cancellation of Taxes/AIN 198122/ Bergman/Gilman
Kennel License Application/Mahn
Noxious Weed Control Agreement/Various Parcels
BOCC Signatures for Indigent Cases 8/12/15 through 8/19/15

Commissioner Eberlein moved to approve the Consent Calendar and Board Actions as printed on the agenda. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

E. Payables List:

Commissioner Eberlein moved to adopt the Payables List for August 17, 2015, through August 21, 2015, in the amount of \$408,160.14, and jury payments of 2,732.48. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Commissioner Eberlein moved to pull the Joint Powers Subscriber Agreement/Public Entity Multi Lines Insurance Policy/Offer of Terrorism Coverage/Idaho Counties Risk Management Program/Board of Commissioners from the agenda, as this item was not ready. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

F. New Business:
Open/Bid 2015-06/Car Wash Services/KCSO

Commissioner Eberlein opened two bids for vehicle washing services for County vehicles. He read the bids:

1. Squeaky's Car Wash - \$6 per wash, \$7.50 per wash including undercarriage, \$10.50 per wash plus undercarriage and wax. Free vacuum.
2. Car Wash Plaza - \$4.00 per wash.

The Board directed Sheriff Ben Wolfinger to review the bids with Legal and return to the Board with recommendations.

Consider/Award Request for Proposal/Towing/KCSO

Sheriff Wolfinger recommended the Board award the request for proposal to Schaffer's Towing for towing services of County vehicles at no cost, regardless of vehicle size.

Commissioner Eberlein moved to award the request for proposal to Schaffer's Towing. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Service Contract/Apex Office Systems/District Court

Court Services Manager Nicole Vigil requested the Board's approval of the Annual Service Contract between the County and Apex Office Systems. She said this contract was for the District Court's main fax machine at a cost of 1.8¢ per copy.

Commissioner Eberlein moved to approve the Annual Service Contract between the County and Apex Office Systems. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Service Agreement/Time Equipment Company/District Court

Ms. Vigil requested the Board's approval of the Annual Service Agreement between the County and Time Equipment Company. She explained that this Service Agreement was for annual maintenance of five file stamp and time keeping devices used at District Court at a cost of \$105 per device.

Commissioner Eberlein moved to approve on the Annual Service Agreement between the County and Time Equipment Company. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Rental Agreement/Water Solutions/Prosecuting Attorney

Civil Deputy Prosecuting Attorney Jamila Holmes asked for the Board’s approval of the Rental Agreement between the County and Water Solutions for the water-dispensing machine in the Criminal Division of the Prosecuting Attorney’s office at a rate of \$50 per month.

Commissioner Eberlein moved to approve the Rental Agreement between the County and Water Solutions. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Agreement/Prosecute Criminal Cases/Dalton Gardens/Prosecuting Attorney

Ms. Holmes asked the Board’s approval of the Agreement between the County and Dalton Gardens to prosecute criminal cases for the City at a rate of \$1,740 per year.

Commissioner Eberlein moved to approve the Agreement between the County and Dalton Gardens to prosecute criminal cases. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

~~Joint Powers Subscriber Agreement/Public Entity Multi Lines Insurance Policy/Offer of Terrorism Coverage/Idaho Counties Risk Management Program/Board of Commissioners PULLED~~

Letters of Agreement/City of Coeur d’ Alene/City of Post Falls/City of Hayden/City of Dalton Gardens/City of Huetter/GMO

GMO Director Jody Bieze requested the Board’s approval on the Letters of Agreement between the County and the Cities of Coeur d’Alene, Post Falls, Hayden, Dalton Gardens, and Huetter. She explained these Letters of Agreement describe the coordinated effort of local entities and municipalities to provide public transportation services to citizens in the urbanized areas of the County. She added that each letter identified specific dollar amounts provided by each City. Ms. Bieze requested the Board authorize Chairman Stewart to sign the Letters of Agreements.

Commissioner Eberlein moved to approve the Letters of Agreement between the County and the Cities of Coeur d’Alene, Post Falls, Hayden, Dalton Gardens, and Huetter and to authorize Chairman Stewart to sign the Letters of Agreements. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Administrative Supervisor Nancy Jones joined the meeting at 2:19 p.m.

Response to Request for Proposal/Table Top Exercise Development Vollmer/GMO

Ms. Bieze, on behalf of the Office of Emergency Management, asked the Board to accept the response to the Request for Proposal from Kerren Vollmer. She said the bid included management of a full-scale exercise, development of standard operating procedures, and a tabletop exercise at a total cost not to exceed \$35,500.

Commissioner Eberlein moved to accept the response to the Request for Proposal from Kerren Vollmer. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Grant Application/ID-90-X130-02/Federal Transit Administration/GMO

Ms. Bieze asked the Board's approval on Grant Application ID#90-X130-02 in the amount of \$1,031,124 for submission to the Federal Transit Administration. She added this grant would fund operations, preventive maintenance, security, and planning.

Commissioner Eberlein moved to approve Grant Application ID#90-X130-02 in the amount of \$1,031,124 to the Federal Transit Administration. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

FY2015 State Homeland Security Grant Program (SHSP) Application/Office of Emergency Management/GMO

Ms. Bieze, on behalf of the Office of Emergency Management, asked the Board to approve the FY2015 State Homeland Security Grant Program application. She added the grant would be used for planning, organization, equipment, training, or exercises and the total application was for \$181,894.33.

Commissioner Eberlein moved to approve the FY2015 Idaho Bureau of Homeland Security Grant application. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

FY2015 Emergency Management Program Grant (EMPG) Application/Office of Emergency Management/GMO

Ms. Bieze, on behalf of the Office of Emergency Management, asked the Board to approve the FY2015 Emergency Management Program Grant application for activities and programs necessary to build, sustain, and improve the County's capability to prepare for, protect against, respond to, recover from and mitigate all hazards. She explained the FY2015 grant application was for \$91,902.89 of federal funding assistance and required a 50:50 match, the total grant application was for \$183,805.78.

Commissioner Eberlein moved to approve the FY2015 Emergency Management Program Grant application. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Proclamation/Childhood Cancer Awareness Month

Administrative Supervisor Nancy Jones requested the Board's signature on the Proclamation of September 2015 as Childhood Cancer Awareness Month.

Commissioner Eberlein moved to designate September 2015 as Childhood Cancer Awareness Month. Chairman Pro-Tem Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

- G. 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 Pro-Tem Green adjourned the meeting at 2:29 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAN GREEN, CHAIRMAN PRO-TEM

BY: _____
Theresa Atchley, Deputy Clerk
