

**Minutes of Meeting  
Business Meeting  
September 1, 2015  
2:00 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 Undersheriff Dan Mattos, Airport Director Greg Delavan, Solid Waste Director Cathy Mayer, Civil Deputy Prosecuting Attorney R. David Ferguson, Information Systems Director James Martin, Grants Management Office Administrative Assistant Kimberly Hobson, Juvenile Diversion Supervisor Kelly Hilliard, Chief Bailiff Pete Barnes, Legal Assistant Barb Nyquist, Administrative Supervisor Nancy Jones, Administrative Secretary Teri Johnston, and Deputy Clerk Theresa Atchley. Also present were Idaho Counties Risk Management Program (ICRMP) representative John Goedde, citizens Sam Tipton, Chad and Amy Howell.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 2:03 p.m.
- B. Pledge of Allegiance:** Chairman Stewart led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**

**Minutes of Meeting**

- 08/13/2015 Deliberations/Black Rock/MSF15-0003/Community Development
- 08/20/2015 Airport Memorandum of Understanding Discussion
- 08/20/2015 Jail Policies
- 08/25/2015 Grants Management Office
- 08/24/2015 Treasurer
- 08/25/2015 Debt Settlement 2009-770
- 08/25/2015 Revisit of Appeal Hearing 2015-951
- 08/25/2015 Lien Release Request Nos. 2007-1571; 2008-1000; 2008-1463; 2008-2032; 2009-638; 2010-94; 2011-265, & 2011-1108
- 08/25/2015 Payment Deferment Request 2014-57
- 08/25/2015 *Executive Session 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated (County Assistance).*

**Board Actions**

- Civil Division/July 2015 Financial Report/KCSO
- Approval Order/Request for Tax Exempt Status/Real Life Ministries/AIN 137500
- Noxious Weed Control Agreement/Various Parcels
- BOCC Signatures for Indigent Cases – 8/20/15 through 8/26/15

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

**D. Payables List:**

Commissioner Eberlein moved to accept the Payables List for August 24, 2015, through August 28, 2015, in the amount of \$616,113.45, with no jury payments. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

**E. Changes to the Agenda:** Commissioner Green moved to pull the Contract/Towing Services/Schaffer's Towing/KCSO item, as it needed further legal review. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

**F. New Business:**

**Bid Opening 2015-07/Roll-Off Truck/Solid Waste**

Solid Waste Director Cathy Mayer advised the Board that there were no bids to purchase the surplus Roll-Off Truck. She said the County had a buyback option with Peterbilt for \$16,325 and the option would be exercised.

Ms. Mayer exited the meeting at 2:06 p.m.

**Award Bid 2015-06/Car Wash Services/KCSO**

Undersheriff Dan Mattos said this item was delayed because the bids for car wash service that were received did not meet all of the bid requirements, including 24-hour access to the wash. He added that the bid might be changed when re-opened.

Commissioner Eberlein moved to reject the bids received for KCSO Car Wash Services. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

**~~Contract/Towing Services/Schaffer's Towing/KCSO~~ PULLED**

**Facility Use Agreement/Lakeland Joint School District/Juvenile Diversion**

Juvenile Diversion Supervisor Kelly Hilliard requested the Board's approval of the Facility Use Agreement between Kootenai County (Juvenile Diversion) and Lakeland Joint School District that authorizes the County to utilize the Lakeland High School facility to provide drug and alcohol prevention classes to youth residing in the outlying areas of Northern Kootenai County.

Commissioner Green moved to approve the Facility Use Agreement between Kootenai County (Juvenile Diversion) and Lakeland Joint School District. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

**Amendment to Independent Contractor Agreement/Wildland Urban Interface Task Force Mitigation Plan Project/Inland Forest Management/Office of Emergency Management**

Grants Management Office Administrative Assistant Kimberly Hobson, on behalf of the Office of Emergency Management, asked for the Board’s approval of the Amendment to the Independent Contractor Agreement for Project Manager Services for the Kootenai County Wildland Urban Interface Task Force Mitigation Plan Project.

Commissioner Green moved to approve the Amendment to the Independent Contractor Agreement for Project Manager Services for the Kootenai County Wildland Urban Interface Task Force Mitigation Plan Project.

Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

**Termination of Lease Agreement/AAL-2015-300/Olson/Airport**

Airport Director Greg Delavan asked for the Board’s permission to terminate lease AAL-2015-300 between the County and Scott Olson dated 6/8/2015. He said the location was not suitable for Mr. Olson and the termination date would be effective 8/31/2015.

Commissioner Green moved to authorize Chairman Stewart to sign the Termination of Lease Agreement/AAL-2015/300 with Scott Olson dated 6/8/2015. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

**Lease Agreement/AAL-2015-500/Olson/Airport**

Mr. Delavan asked for the Board’s approval on the Lease Agreement between Kootenai County (Airport) and Scott Olson that covers the terms and conditions of a parcel of bare land approximately 15,400 sq. ft. in size for the purpose of maintaining and operating an aircraft storage hangar and other activities associated therewith. The lease would become effective upon signature by the Board and remain in effect for a period of 25 years through the year 2040 at a monthly rent of \$231.

Commissioner Green moved to approve Lease Agreement/AAL-2015/500 with Scott Olson. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

Mr. Delavan exited the meeting at 2:17 p.m.

**Tax Deed Bid/AIN 179296/Armstrong**

Commissioner Eberlein opened a Tax Deed Bid submitted by Jacob Armstrong for AIN 179296; the check enclosed was in the amount of \$595. Commissioner Green said information was received from Community Development Director David Callahan that recommended rejecting the bid.

Commissioner Green moved to reject the Tax Deed Bid for AIN 179296 from Mr. Armstrong and return his check. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Eberlein: Aye

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

**Petition for Annexation/Bledsoe/Whipple/Kootenai County Fire & Rescue**

Civil Deputy Prosecuting Attorney R. David Ferguson stated that the Prosecutor's office had prepared the paperwork, however it was not their role to present annexation petitions to the Board. Mr. Ferguson said he would answer questions on the issue and advised the Board they were obligated to approve annexation requests after approval by Kootenai County Fire & Rescue. Commissioner Green presented petitions for annexation from Kenneth and Kay Bledsoe and Joseph and Bettina Whipple into the Fire District. He said Kootenai County Fire & Rescue had acted on the petitions at a public hearing held on August 10, 2015, in which they were unanimously approved.

Commissioner Green moved to approve the petitions for annexation from Kenneth and Kay Bledsoe and Joseph and Bettina Whipple into the Kootenai County Fire & Rescue district. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Eberlein: Aye

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

**Joint Powers Subscriber Agreement/Public Entity Multi Lines Insurance Policy/Offer of Terrorism Coverage/ICRMP/Board of Commissioners**

Administrative Supervisor Nancy Jones asked for the Board's approval of the 2015-2016 ICRMP Public Entity Multi-Lines Insurance Policy, Declaration Sheet, and Policy Changes Summary that identifies the terms of coverage provided to Kootenai County. She added the policy would become effective 10/1/15 and expire 10/1/16, and the County had the option to purchase extra coverage for certified acts of terrorism for an additional sum of \$128,878. ICRMP representative, John Goedde, advised the Board that ICRMP had a 50 million dollar insurance pool for terrorism and advised against the additional terrorism coverage

Commissioner Green moved to approve the Public Entity Multi-Lines Insurance Policy offered by ICRMP and reject the terrorism option. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Eberlein: Aye

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

**Resolution 2015-66/Surplus Equipment/Information Systems**

Information Systems Director James Martin asked for the Board’s approval on Resolution 2015-66 to surplus out dated phone equipment.

Commissioner Green moved to approve Resolution 2015-66 to declare as surplus out dated phone equipment for Information Systems. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

**Resolution 2015-67/Surplus Vehicle/Bailiff/District Court**

Chief Bailiff Pete Barnes asked for the Board’s approval on Resolution 2015-67 to surplus a 1988 Chevy Blazer, he added there was some confusion about the year of the vehicle.

Commissioner Green moved to approve Resolution 2015-67 to declare as surplus an old Chevy Blazer for the Bailiff’s Office. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

**Resolution 2015-69 Surplus Property/Board of County Commissioners**

Ms. Jones asked for the Board’s approval on Resolution 2015-69 to surplus Board of County Commissioners’ property and remove the property from the asset list as lost or obsolete.

Commissioner Eberlein moved to approve Resolution 2015-69 to declare the property as surplus and remove it from the asset list. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

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.

Sam Tipton of Recovery Masters Towing questioned the bid received from Schaffer’s Towing as he had concerns about insurance coverage and drug testing requirements.

Chad and Amy Howell of Superior Towing stated they were excluded from the bid for not having adequate insurance and Schaffer’s Towing should have been excluded for this reason to maintain fairness.

The Commissioners thanked the participants for their input.

Chairman Stewart adjourned the meeting at 2:41 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Theresa Atchley, Deputy Clerk

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