

**Minutes of Meeting
Business Meeting
September 15, 2015
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda items. Also present were Chief Deputy Treasurer Laurie Thomas, Information Systems Director James Martin, PC/Imaging Technician Bob Otto, Juvenile Detention Director JT Taylor, Assistant Director Linda Hoss, Training Supervisor & Prison Rape Elimination Act (PREA) Coordinator Eric Sheffield, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Legal Assistant Barb Nyquist, Tax Auditing Technician Julina Hildreth, Grants Management Office Administrative Assistant Kimberly Hobson, Administrative Secretary Teri Johnston, and Deputy Clerks Theresa Atchley and Alicia Lynch. Also present was citizen Tina Kunishige.

A. Call to Order: Chairman Dan Green called the meeting to order at 2:02 p.m.

B. Pledge of Allegiance: Chairman Green led the Pledge of Allegiance.

C. Approval of Consent Calendar:

Minutes of Meeting

08/26/2015 Elected Officials

08/28/2015 *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 but imminently likely to be litigated.*

09/03/2015 Personnel Policy

09/04/2015 *Executive Session §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints brought against, a public officer, employee, staff member or individual agent.*

09/08/2015 Debt Settlement Agreement Nos. 2007-1571; 2008-1000; 2008-1463; 2008-2032; 2009-638; 2011-265; 2011-1108; 2010-94

09/08/2015 Indigent Appeal No. 2014-850

09/08/2015 Indigent Appeal No. 2014-525

09/08/2015 *Executive Session §74-206(1)(c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.*

Board Actions

Resolution 2015-70/ Adopting Budget for Fiscal Year 2015

BOCC Signatures for Indigent Cases: 09/03/2015 through 09/09/2015

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

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

D. Payables List:

Commissioner Eberlein moved to approve the Payables List for September 7, 2015, through September 11, 2015, in the amount of \$511,006.27, with no jury payments. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

E. Changes to the Agenda: Resolution 2015-68/ Exchange Property/ City of Hayden/ Juvenile Detention/ Buildings & Grounds

Commissioner Eberlein moved to remove Resolution 2015-68/Exchange Property/City of Hayden/Juvenile Detention/ Buildings & Grounds from the agenda as Buildings & Grounds Director Shawn Riley was not available and to direct Teri Johnston to add the item to the September 22, 2015, Business Meeting. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

F. New Business:

**Requests for Extension/Levy Taxes/Coeur d'Alene School District #271/
Lakeland School District #272/ Auditor**

Tax Auditing Technician Julina Hildreth petitioned the Board to consider requests from Coeur d'Alene School District #271 and Lakeland School District #272 to extend the due date for tax levy information to be submitted to the County. She said this request would move the due date to September 21, 2015.

Commissioner Eberlein moved to accept the request for Extension/Levy Taxes/Coeur d'Alene School District #271/ Lakeland School District #272. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

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

Requests for Certification to 2015 Property Tax Roll from Taxing Districts/ Treasurer

Chief Deputy Treasurer Laurie Thomas presented a Request for Certification from the individual taxing districts to the 2015 property tax roll. Ms. Thomas clarified the discrepancies in the totals from the Business Meeting on September 8, 2015. She stated that three payments were received since the documents were submitted to the Board. The corrected total was \$146,897.89, a difference of \$86.99.

Commissioner Eberlein moved to approve the Request for Certification to 2015 property tax roll from Taxing Districts as corrected by the Treasurer's office. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 2:11 p.m.

Amendment/ Memorandum of Understanding/ City of Harrison/ Parks & Waterways

Civil Deputy Prosecuting Attorney Jamila Holmes spoke on behalf of Parks & Waterways Director, Nick Snyder, regarding an amendment to a Memorandum of Understanding (MOU) between the County (Parks & Waterways) and the City of Harrison dated June 12, 2007. She said the MOU documented the parties' agreement regarding ownership and maintenance of the breakwater and associated gangways, piers, dock system, public boat launch, and marine vessel pump-out station located in the City of Harrison.

Ms. Holmes stated that previously the County was paying the sewage connection fee and periodic pump-out services. She said Mr. Snyder was able to negotiate with the City of Harrison to drop the sewage connection fee as it was no longer applicable. She added changing this would result in the County saving between \$42 and \$45 per month.

Commissioner Stewart moved to accept the Amendment/Memorandum of Understanding/City of Harrison/Parks & Waterways. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Contract/ Professional Services/ Vollmer/ Office of Emergency Management

Grants Management Office Administrative Assistant Kimberly Hobson requested the Board's approval of a Contract for Professional Services between the County (Office of Emergency Management) and Karren A. Vollmer to provide services related to the management of a full-scale exercise project including tracking, documentation and updates to standard operating procedures and the development of a table top exercise. She said payment for the services would be \$35,500 and work would commence 9/8/2015 and be completed 9/8/2016.

Ms. Holmes clarified that the \$35,500 fee is divided- \$21,500 for the full-scale exercise and a cap of \$14,000 in hourly fees for the service. She added that the total for this project could potentially be less than the estimated \$35,500.

Commissioner Eberlein moved to accept the Contract/Professional Services/Vollmer/Office of Emergency Management. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Service Agreement/ PREA Audit/ Juvenile Detention

Juvenile Detention Director JT Taylor asked the Board to consider a Consulting Services Agreement between the County (Region 1 Juvenile Detention Center) and Steven G. Jett, dba Jett Corrections Consulting LLC, for consulting services and reporting on Juvenile Detention's implementation and compliance with national standards. He said the fee for the services was \$90 per hour.

Commissioner Eberlein moved to accept the Service Agreement/PREA Audit/Juvenile Detention with Jett Corrections Consulting LLC. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Mr. Taylor, Assistant Director Linda Hoss, and Training Supervisor & PREA Coordinator Eric Sheffield exited the meeting at 2:21 p.m.

Authorize/ Echo WEB USER/ Transit

Ms. Hobson requested the Board authorize Finance Director Sondra Emerson, Staff Accountant Debbie Stoner, and GMO Program Manager Christi Jo Carv as Echo-Web users for accountability and cross checking purposes on the new Transit software program.

Commissioner Eberlein moved to Authorize/Echo WEB USER/Transit. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Ms. Hobson exited the meeting at 2:23 p.m.

Master Joint Powers Agreement/ Emergency & Non-Emergency Medical Services/ Kootenai County Emergency Medical Services System (KCEMSS)

Civil Deputy Prosecuting Attorney Braden asked the Board to consider a Master Joint Powers Agreement between the County and KCEMSS; Northern Lakes Fire District; Kootenai County Fire & Rescue; the City of Coeur d'Alene; Timberlake Fire District; Worley Fire District; Mica Kidd Island Fire District; and Hauser Lake Fire District for the provision of emergency and non-emergency medical services within the County. He clarified that this agreement would update and supersede the 2007 agreement and offer additional performance standards. He added that St. Maries Fire District elected not to sign this agreement but they had a separate agreement with the County.

Commissioner Eberlein moved to accept the Master Joint Powers Agreement/Emergency & Non-Emergency Medical Services. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Mr. Braden exited the meeting at 2:26 p.m.

Resolution 2015-71/ Surplus Property/ KCSO/ 9-1-1

There was no staff present to discuss Resolution 2015-71 to declare as surplus and remove from inventory equipment no longer used by KCSO 9-1-1.

Commissioner Eberlein moved to continue Resolution 2015-71/Surplus Property/KCSO/ 9-1-1 until the September 22, 2015 Business Meeting. Commissioner Eberlein withdrew his motion after further discussion. Commissioner Eberlein then moved to take no action at this time on Resolution 2015-71/Surplus Property/KCSO/9-1-1. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

Resolution 2015-72/ Surplus Equipment/ Information Systems

Information Systems Director James Martin asked the Board to consider Resolution 2015-72 to declare as surplus computer related software and hardware for Information Systems. He clarified that the surplus equipment was damaged and would be recycled or destroyed.

Commissioner Eberlein moved to approve Resolution 2015-72 and declare as surplus damaged equipment for Information Systems. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

Commissioner Stewart: Aye
Commissioner Eberlein: Aye
Chairman Green: 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. There were no public comments.

Chairman Green adjourned the meeting at 2:30 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk

BY: _____
Theresa Atchley, Deputy Clerk