

**Minutes of Special Meeting
University of Idaho Extension Office
September 21, 2015
10:00 a.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 Buildings & Grounds Director Shawn Riley, Administrative Supervisor Nancy Jones, and Deputy Clerks Theresa Atchley and Alicia Lynch. Also present were University of Idaho Extension Representatives Michael Howell and Jim Wilson.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 10:02 a.m.
- B. Introductions:** Chairman Green introduced the attendees.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. New Business:**

Discussion regarding University of Idaho Extension Office's Lease at 1808 N. 3rd Street, Coeur d'Alene

Chairman Green explained that the Clerk's office would like to use the Extension office space and had expressed concerns as to security during elections in order to meet statutory regulations. He proposed that Extension could potentially be moved to the Fairgrounds as it would suit many of their needs and offer new opportunities for them.

University of Idaho Extension Representative Jim Wilson said Extension would be willing to make that transition and discussed the current dimensions of the space and how they presently use their facilities. Buildings & Grounds Director Shawn Riley proposed using an existing building at the Fairgrounds for their larger meetings instead of building a new space.

Discussion regarding University of Idaho Extension Office long-range planning

Commissioner David Stewart informed the Extension representatives that he and Mr. Riley have an appointment with North Idaho Fair General Manager Dane Dugan to discuss moving Extension to the Fairgrounds. He asked that Mr. Howell or Mr. Wilson come back to the Board with their space needs and they would reopen this discussion after he and Mr. Riley meet with Mr. Dugan.

Discussion

Mr. Wilson brought a concern to the Board regarding the wording in the current Memorandum of Understanding (MOU) regarding the lease between University of Idaho Extension and the County. He said the MOU stated that all funds would be spent within the next fiscal year, but Extension asked that the wording be changed so that they can carry over money year-to-year. Mr. Wilson proposed that instead of redrafting the MOU an addendum be made to the current MOU and in future MOU's the County specify that these funds are allowed to be used in subsequent years.

The Commissioners agreed that the funds were Extension's once granted to them and the Board would be open to allowing an addendum to the MOU. Chairman Green advised Mr. Wilson to give a draft of the addendum to Administrative Supervisor Nancy Jones for Board review.

- E. **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 10:24 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
