

**Minutes of Meeting
Business Meeting
October 20, 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 Undersheriff Daniel Mattos, Patrol Captain Andrew Boyle, 9-1-1 Director Lieutenant Matt Street, 9-1-1 Communications Services Manager Robert Kesson, Civil Deputy Prosecuting Attorney Pat Braden, Legal Assistant Barb Nyquist, Grants Management Office Director Jody Bieze, Solid Waste Director Cathy Mayer, Parks & Waterways Director Nick Snyder, Human Resources Director Skye Reynolds, Finance Director Sondra Emerson, Senior Staff Accountant Kimberli Price, Tax Auditing Technicians Julina Hildreth and JoAnn Conner, Office of Emergency Management Preparedness Coordinator Tamie Eberhard, Administrative Secretary Teri Johnston, and Deputy Clerks Theresa Atchley and Alicia Lynch. Also present was citizen Tina Kunshige.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 2:29 p.m.
- B. Pledge of Allegiance:** Chairman Green led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**

Minutes of Meeting

10/06/2015	Annual Treasurer's Settlement
10/07/2015	Requests for Cancellation of Taxes
10/07/2015	Jail Stakeholders Meeting
10/13/2015	Request for Deferment 2014-634
10/13/2015	<i>Executive Session §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.</i>
10/13/2015	Business Meeting
10/13/2015	Commissioners' Debriefing
10/15/2015	<i>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. ACLU-ICRMP</i>

Board Actions

BOCC Signatures for Indigent Cases
Board of Equalization 2015/ Various Parcels

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

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

The motion carried.

D. Payables List

Commissioner Stewart moved to approve the Payables List for October 12, 2015, through October 16, 2015, in the amount of \$1,386,410.10 with no jury payments. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

E. Changes to the Agenda: There were no changes to the agenda.

F. New Business:

Consider/Request for Quotes (RFQ)/Pickup/Parks & Waterways

Parks & Waterways Director Nick Snyder clarified this was an Award for a bid to replace a 1989 service box work truck. He stated Parks & Waterways received only one bid from Lake City Ford of Coeur d'Alene in the amount of \$36,684. He added that the Board had approved \$35,000 and Parks & Waterway would cover the remainder out of their own budget.

Commissioner Stewart approved the request for Parks & Waterways' new pickup truck in the amount of \$36,684. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Mr. Snyder exited the meeting at 2:32 p.m.

Award Bid 2015-08/ Car Wash Services/ KCSO

Undersheriff Daniel Mattos requested the Board approve the award of the bid for Car Wash Services. He stated this was the only bid they received; it met all requirements of the bid, and would charge \$4 per wash. He added this bid would make Metro Car Wash a preferred vendor but not an exclusive vendor.

Commissioner Eberlein moved to approve the Award Bid 2015-08/ Car Wash Services/ KCSO to Metro Car Wash. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Contract/ Janitorial Services/ TESH/ Solid Waste

Solid Waste Director Cathy Mayer asked the Board to consider two contracts between the County (Solid Waste) and TESH, Inc. to provide janitorial services at the Ramsey and Prairie Transfer Stations. She added that TESH was the current vendor and they would be continuing the services they were currently providing.

Commissioner Stewart moved to approve the contracts Janitorial Services/TESH for Solid Waste. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Approval/ Amended TY2015 Levy Rates/ Auditor

Tax Auditing Technician Julina Hildreth brought an amendment to the TY2015 Levy Rates to the Board stating that a calculation error was made due to a miscommunication in the Auditor's office.

The Board thanked her for doing her due diligence and keeping the Board informed on the changes.

Commissioner Stewart moved to approve the Amended TY2015 Levy Rates as provided and dated October 2015. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Ms. Mayer, Ms. Hildreth, Tax Auditing Technician JoAnn Conner, and Staff Accountant Kimberli Price exited the meeting at 2:39 p.m.

Service Agreement/ Motorola/ KCSO/ 9-1-1

9-1-1 Communications Services Manager Robert Kesson asked the Board to consider the Service Agreement between the County (9-1-1) and Motorola to cover the terms and conditions under which Motorola would provide maintenance services and support for Motorola radio systems, consoles, and infrastructure identified by the 9-1-1 Dispatch Center and the remote radio sites. He stated the Agreement would be effective October 1, 2015, and expire September 30, 2016, at an annual fee of \$127,330.68.

Commissioner Stewart moved to approve the Service Agreement/Motorola/KCSO/9-1-1. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Memorandum of Understanding (MOU)/ Idaho Military Division/ KCSO/ 9-1-1

Mr. Kesson requested the Board approve a MOU between the County (9-1-1) and the State of Idaho/ Idaho Military Division/ Public Safety Communications (State) regarding the shared usage of common communication sites located in Kootenai, Bonner, and Benewah Counties. He added that Mount Spokane was a new site addition to this agreement that had not been included on previous years MOUs.

Commissioner Stewart moved to approve the MOU between the County and Idaho Military Division made effective October 1, 2015. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Grant Award Document/ Idaho Emergency Communications Commission/ Bureau of Homeland Security/ KCSO/ 9-1-1

Mr. Kesson petitioned the Board to approve a Grant Award Document from the Idaho Emergency Communications Commission adding that the money would be available in November. He explained this money would be used to replace the eight-year-old network servers in 9-1-1.

Commissioner Stewart moved to approve the Grant Award Document with Idaho Emergency Communications Commission. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Quote/HipLink Support Renewal/ KCSO/ 9-1-1

Mr. Kesson requested the Board approve the renewal of the HipLink Software system to the County (9-1-1) to continue support the First Responder Software presently being utilized by the County.

Chairman Green asked if the HipLink system was working as he was told there were problems with the system.

Undersheriff Daniel Mattos asked if this was time sensitive as there had been issues with the HipLink software and he had reservations about renewing the County's

contract. He added that the Office of Emergency Management had also raised concerns with the HipLink services and asked if other options were being researched.

9-1-1 Director Lieutenant Matt Street stated that he was researching another vendor, AlertSense, as it had more features and services than HipLink could provide. He suggested that to ensure there was no gap in coverage the Board could renew the contract while they searched for other options. He added that the HipLink renewal was a budgeted expense item.

Commissioner Stewart moved to renew the Support Agreement with HipLink retroactive to October 1, 2015. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Agreement/ Law Enforcement Services/ State Line Speedway/ KCSO

Patrol Captain Andrew Boyle asked the Board to consider an Agreement between the County (Sheriff) and State Line Speedway to provide law enforcement services to support the Speedway's in-house security at the Lantern Fest event on Saturday, October 24, 2015.

Commissioner Stewart moved to approve the agreement for Law Enforcement Services with State Line Speedway. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Agreement/ VSP Vision Insurance Renewal/ Human Resources

Human Resources Director Skye Reynolds asked the Board to consider three contracts effective November 1, 2015, that had been discussed at previous meetings. She requested the Board sign the application for the Vision Care Plan designating that the County had chosen the VSP Choice Plan for eligible employees and dependents during the 2015-2016 fiscal year.

Commissioner Eberlein asked if the three contracts could be accepted with one motion. His fellow Commissioners agreed that all three could be approved at the same time

Commissioner Eberlein moved to approve the renewals of VSP Vision Insurance, Delta Dental, and Regence Health Insurance. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Contract/ Delta Dental Insurance Renewal/ Human Resources

Contract/ Regence Health Insurance Renewal/ Human Resources

Ms. Reynolds exited the meeting at 2:54 p.m.

MOU/ Human Rights Education Institute (HREI)/ Evacuations/ Office of Emergency Management

Office of Emergency Management (OEM) Preparedness Coordinator Tamie Eberhard asked the Board to consider a MOU between the County (OEM) and the Human Rights Education Institute (HREI) to confirm the use of the HREI building located at 414 W. Mullan Road during an emergency requiring the evacuation of the County's Administration campus.

Commissioner Stewart moved to approve the MOU between the County and the Human Rights Education Institute. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Ms. Eberhard exited the meeting at 2:55 p.m.

Grant Agreement/ Notice of Award FY2016 Substance Abuse Block Grant/ Juvenile Diversion/ Grants Management Office

Grants Management Office Director Jody Bieze requested the Board consider a Grant Agreement between the County (Juvenile Diversion) and the Idaho Office of Drug Policy for a term of July 1, 2015, to June 30, 2016. She stated the grant had been accepted for Substance Abuse Training in May of 2015, by Juvenile Diversion, but Board approval was still required.

Commissioner Stewart moved to approve the Grant Agreement Notice of Award FY2016 Substance Abuse Block Grant. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Amendment to Memorandum of Agreement/ CLG-2015-0008/ Grants Management Office

Ms. Bieze presented an Amendment to the Memorandum of Agreement CLG-2015-008 between the County and the Idaho State Historical Society as the original paperwork had the wrong extension date. She stated the correct extension date was November 30, 2015.

Commissioner Stewart moved to approve the Amendment to Memorandum of Agreement/ CLG-2015-0008. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

Ms. Beize exited the meeting at 2:58 p.m.

MOU/ Kootenai Metropolitan Planning Organization (KMPO)/ Airport/ Lakes Highway District/ Post Falls Highway District/ Board of Commissioners

Commissioner Eberlein explained that the MOU between the County (Airport) and Kootenai Metropolitan Planning Organization (KMPO) had been sent to KMPO for review and was accepted with the amendment that Exhibit B be removed. He added that matching MOUs had been written for Lakes Highway District and Post Falls Highway District and asked that all three be approved as they were received providing they were signed by the Districts first.

Commissioner Eberlein moved to approve the signing of the MOUs between the County (Airport) and Kootenai Metropolitan Planning Organization, Lakes Highway District, and Post Falls Highway District. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

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

Lieutenant Street reminded the Board this item had been discussed at an earlier Business Meeting on September 9, 2015, and that he had been directed by the Board to investigate further into what happened to the items 9-1-1 could not locate.

Mr. Kesson explained that many of the older assets had been individually tagged and an umbrella asset tag had also been applied. It was his and Lieutenant Street's belief that as these items were phased out the individual item tags were deleted from the system but the project asset tag remained behind. He said the remaining umbrella asset tags

were to be declared as surplus, since the components were no longer in the County's possession.

Commissioner Stewart moved to approve Resolution 2015-71 to declare as surplus property KCSO 9-1-1. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch 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 3:03 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
