

**Minutes of Meeting
Business Meeting
October 27, 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 Coroner Warren Keene, Chief Deputy Clerk Pat Raffee, Solid Waste Director Cathy Mayer, Civil Deputy Prosecuting Attorneys R. David Ferguson and Pat Braden, Senior Legal Secretary Jodi Holt, Office of Emergency Management (OEM) Preparedness Coordinator Tamie Eberhard, Grants Management Office (GMO) Program Specialist Kimberly Hobson, Mapping Manger Joseph Johns, Recording Manager Theresa Atchley, BOCC Administrative Supervisor Nancy Jones, Administrative Secretary Teri Johnston, and Deputy Clerk Alicia Lynch.

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

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

C. Approval of the Consent Calendar:

Minutes of Meeting:

10/14/2015	City of Coeur d'Alene
10/14/2015	Human Resources
10/16/2015	University of Idaho Extension Office
10/19/2015	Commissioners' Debriefing
10/20/2015	Request for Reconsideration 2015-257
10/20/2015	Indigent Appeal 2015-236
10/20/2015	Indigent Appeal 2015-237
10/20/2015	Indigent Appeal 2015-321
10/20/2015	Payment Deferral Request 2015-76
10/20/2015	District Court
10/20/2015	County Clerk
10/20/2015	<i>Executive Session 74-206(1)(b)</i>

Board Actions:

Certificate of Estoppel/Shaffer/Birsette/AIN 102095
BOCC Signatures for Indigent Cases: 10/15/2015-10/21/2015

Commissioner David Stewart moved to approve the Consent Calendar as it appeared 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 Eberlein asked for clarification from Administrative Supervisor Nancy Jones regarding a payment to R S & H Idaho, Inc for Airport Reconciliation. Ms. Jones explained the check was written to cover additional meetings between the Airport and R S & H Idaho, Inc regarding the updates of Memorandums of Understanding. Commissioner Eberlein declared he was satisfied with the explanation.

Commissioner Stewart moved to approve the Payables list for the week of October 19, 2015, through October 23, 2015, in the amount of \$592,246.13 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: Memorandums of Understanding/ Yates/ English/ Second Harvest/ Reynolds/ Bennett/ Coroner

Coroner Warren Keene stated these Memorandums of Understanding were needed in the event of a mass casualty and therefore should be deemed time sensitive. The Board agreed.

Commissioner Eberlein moved to add Memorandums of Understanding/ Yates/ English/ Second Harvest/ Reynolds/ Bennett/ Coroner to the agenda. 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.

F. Business:

Contract/ ECS Refining/ Electronic Materials Recycling/ Solid Waste

Solid Waste Director Cathy Mayer requested the Board sign a contract between the County (Solid Waste) and ECS Refining to recycle electronic materials. She explained this was a three year contract and that for the first year the County would not have to pay to ship their electronics to be recycled to the ECS Refining facility in Stockton, California. Commissioner Eberlein commended her for her negotiating skills in having the freight waived in the contract.

Chairman Green questioned the \$100,000 indemnification liability as it was not the County's standard \$500,000. The Board instructed Ms. Mayer to return to negotiations with ECS Refining to see if they will cover the additional \$400,000 in liability insurance.

Commissioner Stewart moved to approve the signing of the contract with ECS Refining for Electronic Materials Recycling if the change to the liability insurance is made; if it is not then he directed Ms.

Mayer to bring the contract back before the Board for further deliberation. 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 exited the meeting at 2:11 p.m.

Maintenance Agreement/ H & H Business Systems/ Office of Emergency Management

OEM Preparedness Coordinator Tamie Eberhard asked the Board to approve a Maintenance Agreement with H & H Business Systems for OEM's copier. Commissioner Stewart asked if OEM processed their request through Information Systems as for their analysis. Ms. Eberhard stated that she had not.

The Board directed Ms. Eberhard to send her request to Information Systems Director James Martin for review.

Commissioner Stewart moved to continue the Maintenance Agreement/ H & H Business Systems/ Office of Emergency Management until the Business Meeting on November 3, 2015, to provide time for Information Systems to review the request. 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 2:15 p.m.

ECHO Update/ Grants Management Office

GMO Program Specialist Kimberly Hobson requested the Board's approval to remove former employee Staff Accountant-Grants Debbie Stoner-Polillo from access to ECHO, the Transit's software, and to add Staff Accountant-Grants Julina Hildreth, her replacement.

Commissioner Stewart moved to approve the signing of the documents removing Ms. Stoner-Polillo and adding Ms. Hildreth. 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/ Kootenai Health/ Transit System

Ms. Hobson requested the Board sign the Agreement with Kootenai Health stating that Citylink para-transit will provide bus services to County residence for doctor and hospital appointments. She stated this was a one year agreement with a two year extension and that Kootenai Health would be providing a match. She added that the County’s contribution were the buses.

Commissioner Eberlein requested that “para-transit” appear on the Agreement for clarification.

Commissioner Stewart moved to approve the Agreement between the County (Transit) and Kootenai Health. 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.

Resolution 2015-83/ Classify Records/ Recorder

Chairman Green recommended to his fellow Commissioners that they review and approve Resolutions 2015-83 and 2015-84 at the same time. Commissioners Stewart and Eberlein agreed.

Chief Deputy Clerk Pat Raffee requested the Board sign Resolutions 2015-83 and 2015-84 allowing for the State Historical Society to retain the County’s record books prior to 1950 and the records dated after 1950 to be destroyed. She confirmed that the digitized electronic formats were being checked for legibility before the originals left the premises.

Commissioner Eberlein moved to approve Resolution 2015-83/ Classify Records/Recorder and Resolution 2015-84/ Destroy Records/ Recorder. Chairman Green 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 2015-84/Destroy Records/Recorder

Memorandums of Understanding (MOU)/ Yates/ English/ Second Harvest/ Reynolds/ Bennett/ Coroner

Coroner Warren Keene requested the Board approve the MOUs with Yates/English, Second Harvest, and Reynolds/Bennett. He explained that the individual MOU’s were for a joint purpose of preparing for a mass fatality of more than five people and up to 20 deaths. He stated that the MOU with Yates/English was to use the Memorial Gardens, Inc. location as a temporary morgue and autopsy facility; that the arrangement with

Second Harvest is for the refrigeration of bodies; and Doctors Reynolds and Bennett from Spokane for provision of forensic pathology services in Idaho.

Commissioner Stewart moved to approve the Memorandums of Understanding between the County (Coroner) and Yates/ English/ Second Harvest/ Reynolds/ Bennett. 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 2:24 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
