

**Minutes of Meeting  
Commissioners' Debriefing  
November 2, 2015  
2:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Marc Eberlein and Commissioner David Stewart met to discuss the following agenda items. Also present were Clerk Jim Brannon, Finance Director Sondra Emerson, Community Development Director David Callahan, Grants Management Office Director Jody Bieze, Civil Deputy Prosecuting Attorney Darrin Murphey, and Deputy Clerk Alicia Lynch. Chairman Dan Green was excused.

- A. Call to Order:** Chairman Pro Tem Eberlein called the meeting to order at 2:30 p.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Business:**

**CliftonLarsonAllen Audit Engagement Letter**

Finance Director Sondra Emerson presented a letter defining an agreement between the County and the accounting firm CliftonLarsonAllen to perform the County's annual audit. She stated this was an annual agreement and was reviewed by Civil Deputy Prosecuting Attorney R. David Ferguson. She added this item would be on the Business Meeting on November 3, 2015, for signature and clarified that there was no price change from last year.

**Temporary Usage of Citylink Property (Riverstone)**

Grants Management Office Director Jody Bieze requested the Board allow the use of its Citylink property as temporary storage for construction materials for Riverstone.

Commissioner Stewart stated he would like to see an agreement where the County was indemnified and listed as insured before moving forward as well as a site plan so he would know exactly what portion of the property was being discussed. Chairman Pro Tem Eberlein agreed the additional formality would make the agreement more acceptable to the County.

Ms. Bieze agreed to consult with Legal to draft an agreement.

Ms. Emerson, Ms. Bieze, and Clerk Brannon exited the meeting at 2:37 p.m.

**Executive Session**

Commissioner Stewart moved to enter into Executive Session pursuant to Idaho Code §74-206(1)(b) and §74-206(1)(f). Chairman Pro-Tem Eberlein seconded the motion. There being no further discussion, Deputy Lynch called the roll:

Commissioner Stewart: Aye  
Chairman Pro-Tem Eberlein: Aye  
Chairman Green: Excused

The motion carried.

The Board entered Executive session with Community Development Director David Callahan and Civil Deputy Prosecuting Attorney Darrin Murphey at 2:37 p.m.

Human Resources Director Skye Reynolds joined the Executive Session via telephone at 2:39 p.m. Ms. Reynolds exited executive session via telephone at 2:59 p.m.

The Board exited Executive Session at 3:10 p.m.

Commissioner Stewart moved to direct staff to proceed with direction given during Executive Session. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye  
Chairman Pro-Tem Eberlein: Aye  
Chairman Green: Excused

The motion carried.

- 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 Pro Tem Eberlein adjourned the meeting at 3:10 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

BY: \_\_\_\_\_  
Alicia Lynch, Deputy Clerk

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