

**Minutes of Meeting
Commissioners' Debriefing
November 10, 2015
4:00 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 Sheriff Ben Wolfinger, Civil Deputy Prosecuting Attorney Jamila Holmes, Grants Management Office Director Jody Bieze, Program Specialist Kimberly Hobson, Buildings & Grounds Director Shawn Riley, Solid Waste Director Cathy Mayer, Principal Planner Lauren Chaffin, and Deputy Clerk Alicia Lynch.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 4:00 p.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.

Assessor Mike McDowell entered the meeting at 4:02 p.m.

D. Business:

Americans with Disabilities Act (ADA) Transition Plan Draft

Grants Management Office (GMO) Director Jody Bieze and Program Specialist Kimberly Hobson presented a draft of the Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan. Ms. Hobson explained it was a draft because at this time no costs had been calculated for the construction and maintenance. Ms. Bieze explained that all facilities and programs need to meet ADA requirements and that any construction will automatically trigger an assessment. She added that this Self-Evaluation was compiled to predict liability issues across County buildings.

Chairman Green asked if this was similar to the Facility Master Plan of 2012 that Buildings and Grounds Director Shawn Riley had compiled.

Ms. Bieze explained that it was comparable to the Facility Master Plan except that it covered the Fairgrounds, Parks & Waterways, and Solid Waste which were not evaluated by the Buildings & Grounds Department. She requested the Board make Buildings & Grounds Director Shawn Riley the point of contact for GMO and allow his evaluation to set the bar. She added that as a government agency this was required for the County, and that two grants required this plan to be in place.

Commissioner Marc Eberlein asked if any of the buildings were grandfathered in before the new ADA compliances. Ms. Bieze explained that the County was required to meet ADA compliance in a meaningful and substantial way. She added that it could be a

temporary fix so long as the need was filled in some way, but if construction was begun then it would be mandatory to meet ADA requirements.

The Board agreed to appoint Mr. Riley as the point of contact if he was willing and his schedule allowed.

Ms. Bieze and Ms. Hobson exited the meeting at 4:26 p.m.

Public Defender Office Insurance

Mr. Riley explained that Jim Koon, the property manager for the Public Defender Office's building, reports the Idaho Counties Risk Management Program (ICRMP) insurance is not enough coverage for the lease agreement and asked the County to pay for additional property insurance. However, Mr. Riley said that Nancy Strickland, an attorney from ICRMP, had gone over the insurance and determined it was more than enough coverage. Mr. Riley sought legal counsel from Civil Deputy Prosecuting Attorney R. David Ferguson and was advised to get approval from the Board to not pay the \$2500 rider that Mr. Koon was requesting.

Mr. Riley added that the lease was ambiguous, it stated that the County needed to have liability insurance but not to a specific threshold.

Commissioner David Stewart moved to deny payment for the Public Defender Office insurance rider and to continue to use the ICRMP insurance. 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. Riley exited the meeting at 4:31 p.m.

Legislative Luncheon Topics

The Board discussed potential topics for the Legislative Luncheon:

IAC Legislation brought forward by Chairman Green

Forest Health and Waterways

Public Defender System

Jail Standards

Net 9-1-1

Records Retention

Park Model Mobile Homes
Conservation Easement for Wildlife Habitats

Sheriff Ben Wolfinger explained the statewide Net 9-1-1 program and stated that while it was a worthwhile program he did not support it as long as it was an opt-out program which would only be effective if everyone participated.

Sheriff Wolfinger also spoke on the Records Retention issue stating that the law was lagging behind technology and that an interim statewide committee should be put in place consisting of legislators, and city and county employees state-wide.

Sheriff Wolfinger added that he will provide hand outs for the luncheon on his topics. Chairman Green showed his fellow Commissioners the format chosen for the agendas which met their approval.

Assessor Mike McDowell stated that there were upcoming legislation changes regarding Park Model Mobile Homes and suggested it may be a valid issue to discuss at the Luncheon. He also added that an issue that had come up for debate was the Conservation Easement for Wildlife Habitat as it does not cover government agencies.

Assessor McDowell and Sheriff Wolfinger exited the meeting at 4:51 p.m.

Solid Waste Issues

Solid Waste Director Cathy Mayer stated that the City of Coeur d'Alene's bid for Waste and Single Stream Collection and Hauling would end June 30, 2016. She explained that the contract between the County and the City states that the County would write the bid. However, she said the County had been relegated to an advisory role on the bid, and that at this time a bid has not gone out. She stated that a debate regarding the County's payment responsibilities had arisen. She added because of the time constraints to put the bid out six months prior to the termination of the current contract, she brought options to the Board to consider.

Ms. Mayer requested the Board give permission for the Solid Waste Department to provide the following language to the City of Coeur d'Alene for their Waste & Recycling Request for Proposal (RFP):

- A) City vests ownership of single stream in vendor who must properly dispose of the materials.
- B) City requires the vendor to deliver single stream materials to the County designated location within 20 miles of the City of Coeur d'Alene.

Commissioner Eberlein asked if the County wanted to continue to recycle.

Commissioner Eberlein moved to continue the Commissioners' Debriefing to Monday November 16, 2015. 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.

- 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 continued the meeting to Monday November 16, 2015, at 5:13 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
