

**Minutes of Meeting
Business Meeting
November 24, 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 Clerk Jim Brannon, Finance Director Sondra Emerson, Senior Staff Accountant Kimberli Price, Prosecutor Barry McHugh, Civil Deputy Prosecuting Attorney R. David Ferguson, Investigator Larry Kirkhart, Legal Assistant Barb Nyquist, Lieutenant Stuart Miller, Parks & Waterways Director Nick Snyder, Community Development Director David Callahan, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Alicia Lynch. Also present were Internet Crimes Against Children (ICAC) Investigator Paul Farina, and citizen Tina Kunishige.

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 Consent Calendar:

Minutes of Meetings:

10/29/2015	Deliberations/VAR15-0006/BKB Development/Community Development
10/29/2015	Public Hearing/ VAR15-0001/ Taggart/ Community Development
11/10/2015	Business Meeting
11/10/2015	Human Resources
11/10/2015	Commissioners' Debriefing
11/12/2015	Office of Emergency Management
11/13/2015	Zions Public Finance
11/16/2015	Solid Waste
11/17/2015	Indigent Appeal 2015-235
11/17/2015	Request for Payment Deferral 2015-191
11/17/2015	Indigent Appeal 2015-393
11/17/2015	<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>

Board Actions:

BOCC Signatures for Indigent Cases 11/12/2015-11/18/2015
Resolution 2015-92/ Temporary Disaster Emergency Declaration/ Kootenai County Windstorm/ Office of Emergency Management
Resolution 2015-93/ Disaster Emergency Declaration/ Kootenai County Windstorm/ Office of Emergency Management
Resolution 2015-94/Authorization for Accelerated Building Permit Procedures to Remedy Windstorm Damage and Establishing Permit Fee/ Community Development
Ordinance 487/ Emergency Ordinance Regarding Nonconformities, Building Permit Procedures, Disturbance Restriction and Enforcement/ Community Development

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. Approval of Payables List:

Commissioner Stewart moved to approve the Payables List for the week of November 16, 2015, through November 20, 2015, in the amount of \$440,503.58 with \$6,473.23 in 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:

Community Development Director David Callahan asked the Board to consider his request to hire a consultant to assist with the disturbance permit review as Community Development was ten days behind due to a high demand for FEMA reviews, the building season went long this year, and the loss of personnel. He added that he had a contract prepared and it had been reviewed by legal.

Commissioner Stewart moved to add the Agreement/ Professional Services/ Community Development to the agenda as it was time sensitive. 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.

F. New Business:

Memorandum of Understanding (MOU)/ Attorney General/ Prosecuting Attorney's Office

Prosecutor Barry McHugh requested the Board approve a MOU with the Attorney General allowing for ICAC Investigator Paul Farina's salary and benefits to be paid (almost in their entirety) by the State of Idaho. He added that Appendix A of the MOU allowed for a 3% salary increase approved by the State. The Board had requested a job description to make the position align with other County employee positions, Prosecutor McHugh requested the Board approve and sign the MOU now and once the job description was created he would file a change of status form with Human Resources.

Commissioner Stewart moved to approve the second amendment to the Memorandum of Understanding between the County (Prosecuting Attorney's office) and the Attorney General. 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.

Prosecutor McHugh, Investigator Larry Kirkhart, and ICAC Investigator Paul Farina exited the meeting at 2:08 p.m.

Lease Agreement/ Hagadone Hospitality/ Blackwell Island Boathouse/ Parks & Waterways

Parks & Waterways Director Nick Snyder asked the Board to approve the annual lease agreement with Hagadone Hospitality for the Blackwell Island boathouse. He stated \$6,335 would be paid by the County and \$1,583.75 by Kootenai Fire & Rescue. He explained that the boathouse was originally purchased through a state grant dividing it between Parks & Waterways, Kootenai Fire & Rescue, and the Sheriff's office. Mr. Snyder added that Fire & Rescue would be leaving the building in April and would be replaced with the City of Coeur d'Alene as a paying tenant.

Commissioner Stewart moved to approve the lease agreement between the County (Parks & Waterways) and Hagadone Hospitality for the Blackwell Island boathouse. 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 2:12 p.m.

Lease Agreement/ Hagadone Hospitality/ Blackwell Island Boathouse/ KCSO

Lieutenant Stuart Miller requested the Board approve the lease agreement with Hagadone Hospitality for the Sheriff's use of the Blackwell Island boathouse.

Commissioner Stewart moved to approve the lease agreement between the County (KSCO) and Hagadone Hospitality for the Blackwell Island boathouse. 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.

Contract Extension/ County Fuel/ Coleman Oil/ Airport

Lieutenant Miller representing the Fleet Management Task Force requested the Board amend and extend the current Coleman Oil contract with the County providing fuel at a fixed mark-up. He explained the amendment to the contract would be to include the non-ethanol premium unleaded fuel that the Airport uses as it had not been addressed in the original contract and that the extension would be through December 2016. He clarified that Coleman Oil had been the only responsive bidder the previous December. Lieutenant Miller also noted that in addition to providing fuel at a fixed mark-up, Coleman also provides the fuel during a power outage, a card-lock system, accepts the County's Purchase Cards (P-Card), and fuel testing as requested. He added that the contract makes Coleman the preferred but not exclusive vendor.

The Board discussed the contract's pros and cons at length.

Commissioner Stewart moved to deny the amendment and contract extension of the County Fuel/ Coleman Oil. The Board discussed putting the contract out to bid before the end of the current contract with Coleman Oil. 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.

The Board directed staff to put the contract out to bid. Lieutenant Miller invited Commissioner Stewart to participate in the drafting of the contract as he had experience with oil contracts.

Lieutenant Miller exited the meeting at 2:50 p.m.

Resolution 2015-90/ Surplus Equipment/ District Court

Chairman Green stated since no one was here from District Court to present the Resolution the Board would postpone the issue to the next Business Meeting on December 1, 2015.

Resolution 2015-91/ Surplus Equipment/ Community Development

Mr. Callahan requested the Board declare as surplus a copier purchased in 2003.

Commissioner Eberlein moved to adopt Resolution 2015-91. 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 2015-95/ FY2015 Capital Carryover/ Auditor

Finance Director Sondra Emerson requested the Board adopt Resolution 2015-95 to carryover Capital Projects from FY2015 to be completed in FY2016.

Commissioner Stewart moved to adopt Resolution 2015-95. 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 2015-96/ FY2015 Contingency Dollars/ Auditor

Ms. Emerson asked the Board to approve Resolution 2015-96 to appropriate contingency dollars totaling \$130,850 from the General Fund and \$24,960 from the Justice Fund. She stated that \$119,150 had been already approved from the General Fund and \$225,040 from the Justice Fund. She reminded the Board that each Fund began with \$250,000.

Commissioner Stewart moved to adopt Resolution 2015-96. 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 2015-90/ Surplus Equipment/ District Court

Clerk Jim Brannon stated he would speak on District Court's behalf since they fell under his purview as the Clerk. He requested the Board approve Resolution 2015-90 to declare as surplus a Canon copier with an estimated value of less than \$200.

Commissioner Stewart moved to adopt Resolution 2015-90. 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.

Clerk Brannon, Ms. Emerson, and Senior Staff Accountant Kimberli Price exited the meeting at 2:54 p.m.

Agreement/ Professional Services/ Community Development

Chairman Green reminded the Board they had heard Mr. Callahan's reasoning for his consultant request at the beginning of the meeting.

Commissioner Eberlein moved to approve the agreement for Professional Services between the County (Community Development) and Welch Comer & Associates, Inc. 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.

- 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 2:55 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
