

**Minutes of Meeting  
Business Meeting  
February 9, 2016  
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda items. Also present were Clerk Jim Brannon, Senior Staff Accountant Kimberli Price and Staff Accountant Julina Hildreth, KCSO Captain (Cpt.) John Holecek, Cpt. Lee Richardson, Sergeant (Sgt.) Will Klinkefus and Sgt. Ryan Higgins, 9-1-1 Director Lieutenant (Lt.) Matt Street, Communication Services Manager Bob Kesson and Communications Services Technician Collin McRoy, Airport Director Greg Delavan, Information Systems (IS) Director James Martin and Network Administrator Grant Kinsey, Civil Deputy Prosecuting Attorney R. David Ferguson and Legal Assistant Barb Nyquist, Grants Management Office (GMO) Director Jody Bieze and Project Specialist Kimberly Hobson and Deputy Clerk Cecilia Sweet. Also present were citizens Tina Kunishige and Tiffany Morrett. Commissioner Marc Eberlein was excused.

**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:**

01/22/2016	Tax Exempt Application Hearing
01/25/2016	Quarterly Highway District
01/26/2016	Business Meeting
01/28/2016	Employee Recognition Committee
02/01/2016	Parks & Waterways
02/01/2016	Business Meeting
02/01/2016	Commissioners' Debriefing

**Board Actions:**

Treasurer's Monthly Report/January 2016  
Monthly Settlements and Statements/Treasurer  
BOCC Signatures for Indigent Cases: 01/28/2016 through 02/03/2016  
Kennel License Renewal/Toohey/Tails Inn, LLC

Commissioner David Stewart moved to approve the Consent Calendar as it appeared on the agenda. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Stewart moved to approve the Payables List for the week of February 1, 2016, through February 5, 2016, in the amount of \$330,308.53 with \$941.66 in jury payments. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

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

**F. New Business:**

**Open/Request for Proposals/Medical Services/Jail/KCSO**

Chairman Green opened two KCSO bids for Medical Services from Correct Care Solutions for an estimated cost of \$1.2 million, and from Correctional Health Partners for an estimated cost of \$1.46 million.

Commissioner Stewart moved to accept the bids from Correct Care Solutions and Correctional Health Partners; and to forward the bids to Legal and KCSO Jail for review. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**Contract Amendment/Telmate/KCSO**

KCSO Cpt. John Holecek reported that Telmate provided the inmates' phone service and cash from visitors adding funds at the Union Trust Account kiosks. Cpt. Holecek explained during the KCSO audit, it was recommended to renegotiate the fees charged to use the kiosks. He said the new contract would significantly lower the fees charged to family and friends to deposit money to the inmates' accounts.

Commissioner Stewart moved to approve this "First Amendment to Kiosk Location Agreement" between the County (KCSO Jail) and Telmate. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**Maintenance Contract/Recording Systems/Commercial Electronics Corp./KCSO/9-1-1**

KCSO 9-1-1 Communication Services Manager Bob Kesson explained this was a maintenance contract for 9-1-1 voice and radio dual redundant recording systems. Mr. Kesson informed the Board the two year warranty would end February 2016. He

recommended the Tier III coverage in the annual amount of \$24,665 saving the County approximately \$10,000 a year.

Chairman Green asked if all of the funding would come out of 9-1-1 fees, and Mr. Kesson confirmed it would.

Commissioner Stewart moved to approve the maintenance contract between the County (KCSO 9-1-1) and Commercial Electronics Corp. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

#### **Termination of Lease/Near/Airport**

#### **Lease Agreement/Craviotto/Airport**

Airport Director Greg Delavan reported that Al Near sold his hangar to Harry and Theresa Craviotto. Mr. Delavan requested a termination of the Neal Lease Agreement, and to enter into a new Lease Agreement in the name of Harry M. & Theresa F. Craviotto Trust.

Commissioner Stewart moved to approve the Termination of the Near Lease and to approve the Lease Agreement between the County (Airport) and Craviotto. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

#### **Service Order Agreements/XO Communications/IS**

IS Network Administrator Grant Kinsey requested approval of updated XO Communications Service Order Agreements, because the five service circuits were being replaced. Mr. Kinsey also noted that the service circuit items needed to be removed from the existing contracts in order to proceed with the new vendor Agreements.

Commissioner Stewart asked why the Board was presented with the unsigned XO Communications' Agreements. Mr. Kinsey replied that this had become a time sensitive issue since the County requested the removal of the five service circuits before the end of their three year Agreements.

Civil Deputy Prosecuting Attorney R. David Ferguson said the Board could approve the Service Order Agreements without XO Communications' signature with the stipulation there were no changes made by XO. Mr. Ferguson said if there were changes to the Agreements, the Board may want to reconsider its approval.

Commissioner Stewart moved to approve the Service Order Agreements between the County (IS) and the XO Communications and to authorize Chairman Green to sign the finalized Agreements if no changes were made when signed by XO Communications. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**FY2016 Certifications and Assurances/Federal Transit Administration/GMO**

GMO Director Jody Bieze presented the FY2016 Certifications and Assurances for the Idaho Transportation Department (ITD), which was required to receive Federal funding.

Commissioner Stewart moved to approve the ITD Public Transportation Compliance Requirements for FY2016. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**Grant Application/Volunteer Search and Rescue/Women’s Gift Alliance (WGA)/GMO**

Ms. Bieze presented the grant application from the WGA for the Volunteer Search and Rescue. Ms. Bieze stated that the WGA required the Board of Commissioners to sign their grant applications to confirm approval of their grants.

Chairman Green disclosed his wife donated to the WGA but she was not on the committee to determine who received grants.

Commissioner Stewart moved to approve and sign the Women’s Gift Alliance’s grant application for the Volunteer Search and Rescue. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**2014 Emergency Management Performance Grant (EMPG) Adjustment Notice/14GA 16055-03/Idaho Bureau of Homeland Security/GMO**

Ms. Bieze informed the Board that the County received \$5,000 due to an over-match by the Office of Emergency Management. She requested the Board’s signature to close out the 2014 EMPG Adjustment Notice.

Commissioner Stewart moved to approve the 2014 EMPG Adjustment Notice 14GA 16055-03. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

**Resolution 2016-28/Kootenai County FY2015 Surplus Fund Balance Allocation/Auditor**

Clerk Jim Brannon stated the Kootenai County FY2015 Surplus Fund Balance Allocation was presented at the January 27, 2016, County Clerk meeting for the Board's determination. Clerk Brannon added that the current County policy would allow for 10% to 15% remaining in the Unassigned Fund Balance Allocation and the Board decided to leave 15%. He stated the details of the Surplus Fund Balance Allocation were contained in Resolution 2016-28.

Commissioner Stewart moved to adopt Resolution 2016-28. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

Commissioner Stewart: Aye  
Commissioner Eberlein: Excused  
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 2:13 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_

Cecilia Sweet, Deputy Clerk

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