

Minutes of Meeting
Business Meeting
March 1, 2016
2:00 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 KCSO Captain (Cpt.) John Holecek and Cpt. Lee Richardson, Chief Deputy Clerk Pat Raffee, Buildings & Grounds Director Shawn Riley, Solid Waste Director Cathy Mayer, Information Systems (IS) Network Administrator Grant Kinsey, Civil Deputy Prosecuting Attorney R. David Ferguson and Legal Assistant Barb Nyquist, Administrative Secretary Teri Johnston, Chief Bailiff Pete Barnes and Deputy Clerk Cecilia Sweet. Also present were citizens Tina Kunishige, J. Mitchell and Rob Peterson. Chairman Dan Green was excused.

A. Call to Order: Chairman Pro Tem Marc Eberlein called the meeting to order at 2:03 p.m.

B. Pledge of Allegiance: Chairman Pro Tem Eberlein led the Pledge of Allegiance.

C. Approval of Consent Calendar:

Minutes of Meetings:

02/17/2016	Elected Officials
02/18/2016	Deliberations/VAR15-0009/Overstreet/Community Development
02/19/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>
02/19/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>
02/19/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>
02/22/2016	Airport Advisory Board/Airport Monthly Discussion
02/22/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>
02/22/2016	Community Development
02/22/2016	Commissioners' Debriefing
02/23/2016	Indigent Appeal 2015-599
02/23/2016	Adult Misdemeanor Probation
02/24/2016	Bureau of Land Management
02/24/2016	Human Resources

Board Actions:

Civil Division/January 2016 Financial Report
BOCC Signatures for Indigent Cases: 2/18/2016 through 2/24/2016
Release of Lien/Bradbury/Noxious Weed Control

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

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

The motion carried.

D. Approval of Payables List:

Commissioner Stewart moved to approve the Payables List for the week of February 22, 2016, through February 26, 2016, in the amount of \$525,445.81 with no jury payments. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

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

F. New Business:

Open/Bid 2016-07/Dual Drive Truck/Solid Waste

Commissioner Stewart opened one bid for a dual drive truck from Western Peterbilt in the amount of \$129,999 with an optional trade, if applicable, in the amount of \$10,000.

Commissioner Stewart moved to accept the bid from Western Peterbilt and to forward the bid to Legal and Solid Waste for review. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Mr. Rob Peterson exited the meeting at 2:05 p.m.

Award Bid 2016-04/Forklift/Solid Waste

Solid Waste Director Cathy Mayer requested that Western States Equipment be awarded the bid for the Toyota Telehandler Rough Terrain Forklift in the amount of \$130,057.24. She added this was the only forklift bid the County had received.

Chairman Pro Tem Eberlein asked if the trade in offer would be accepted, and if there had been any attempts to put the old forklift on the open market.

Ms. Mayer replied the trade in option would be accepted, and the forklift had not been advertised on the open market due to its age and condition.

Commissioner Stewart moved to award bid 2016-04 to Western States Equipment. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

Commissioner Stewart: Aye
Chairman Pro Tem Eberlein: Aye
Chairman Green: Excused
The motion carried.

Open/Request for Qualifications (RFQ) /Jail Facility/Buildings & Grounds

Chairman Pro Tem Eberlein said he had one open package that contained a RFQ for the jail facility. He said this was brought to the Board’s attention due to a BOCC staff person who had accidentally opened the package, initially unaware of the contents since it was not marked on the outside.

BOCC Secretary Stephanie Clark entered the meeting at 2:09 p.m.

BOCC Secretary Stephanie Clark stated she had opened one of the RFQs by mistake since the company had not printed “Sealed Bid” on the package. She assured the Board as soon as she realized the package contained an RFQ; she brought it to the attention of staff and the Board.

Commissioner Stewart opened three RFQs for architectural and engineering services from the following companies:

- Integrus Architecture
- LCA Architects
- Northern Architects, Inc.

Commissioner Stewart moved to accept the RFQs and forward the documents to Legal as well as Buildings & Grounds for review. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

Commissioner Stewart: Aye
Chairman Pro Tem Eberlein: Aye
Chairman Green: Excused
The motion carried.

Ms. Clark exited the meeting at 2:11 p.m.

Contact Extension/ABM Janitorial Services/Buildings & Grounds

Buildings & Grounds Director Shawn Riley reported this was a one year contract renewal with ABM Janitorial Services for various County offices.

Commissioner Stewart moved to approve the Contract Extension between the County (Buildings & Grounds) and ABM Janitorial Services. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Award Request for Proposals/Medical Services/Jail/KCSO

KCSO Cpt. John Holecek said the County had received two bids on February 9, 2016; one for inmate medical services from Correct Care Solutions for an annual estimated cost of \$1,442,100, and one from Correctional Health Partners for an annual estimated cost of \$1,365,247. Cpt. Holecek added that after scoring both proposals, KCSO's recommendation was to select Correctional Health Partners.

Commissioner Stewart commented this was a slightly different process since these were proposals and not bids.

Civil Deputy Prosecuting Attorney R. David Ferguson advised the Board that this was part of the selection process; he suggested the Board award the bid to the lowest and best proposal. He recommended that the Board give direction to KCSO to negotiate with the proposed provider to create a contract, and bring that contract before the Board for final approval.

Commissioner Stewart moved to award the request for proposals of medical services to Correctional Health Partners; and for KCSO to negotiate a contract to bring before the Board for final approval. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Cpt. Holecek and Cpt. Lee Richardson exited the meeting at 2:18 p.m.

Agreement/Metro Ethernet Services/Time Warner Cable/IS

IS Network Administrator Grant Kinsey reported this request was for a new and improved speed technology to connect five of the County's remote, offsite locations, which included:

- Airport
- Parks & Waterways/Noxious Weeds
- Post Falls Department of Motor Vehicles/Veterans Services
- Post Falls Landfill
- Post Falls Transfer Station

Mr. Kinsey explained that the current technology for these sites was quite slow. He recommended that Time Warner could replace the slower hard copper wire connections with fiber optics technology, which runs about 60 times faster with little or no additional cost to the County. He added that the County was on a monthly payment schedule with the current provider to coordinate the transitional phase with Time Warner.

Chairman Pro Tem Eberlein said that previously, it was reported that there would be additional cost to the County for the improved speed and service from Time Warner Cable. He asked if there was a renegotiation of the agreement.

Mr. Kinsey responded that IS had conferred with Time Warner to maintain the current service fees and Time Warner agreed with the stipulation that the County would consent to a seven year contract. Mr. Kinsey replied that was reasonable since Time Warner was committing to a substantial capital investment to improve these County facilities' service. He added that the proposed agreement had a "proof of concept" clause; that the Post Falls Landfill would be a test site; and if the County were not satisfied with the improved service the County could terminate the contract for the other four sites.

Chairman Pro Tem Eberlein asked if there were any concerns regarding a seven year contract and the Idaho statute.

Mr. Ferguson observed there was an appropriation clause in the contract, which would bring the contract in compliance with the Idaho Constitution.

Commissioner Stewart moved to approve the Agreement between the County (IS) and Time Warner Cable. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Ms. Mayer and Mr. Kinsey exited the meeting at 2:22 p.m.

Petitions for Annexation /Kizima/Quinn/Kootenai County Fire & Rescue

Mr. Ferguson said this was a request for annexation of properties owned by Kizima and Quinn, which were adjacent to or within the Kootenai County Fire & Rescue district. He said that both properties had a public hearing to ask if there were any objections to their annexation, and that the Kootenai County Fire & Rescue district had approved the annexation. He added the approval from the Board of County Commissioners was the final step in the annexation process.

Commissioner Stewart moved to approve the Petitions for Annexation of the Kizima and Quinn properties into the Kootenai County Fire & Rescue district. Chairman Pro Tem Eberlein seconded the motion.

There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Resolution 2016-29/Surplus Equipment/Bailiff

Chief Bailiff Pete Barnes explained that the County owned 26 two-way radios that had become obsolete since going to the 700 mega-hertz system. He added these radios could not be converted to the new system and federal regulations prohibited emergency services broadcasting from two-way radios. Mr. Barnes requested to declare the two-way radios and their accessories as surplus.

Chairman Pro Tem Eberlein asked if these radios were collectively or individually worth less than \$250 dollars and how the department would dispose of the radios.

Mr. Barnes said that individually the radios were less than \$250. He added that a private vendor said 15 of the radios were worth approximately \$25 to \$40 and the remaining 11 were worth closer to \$75 since there were so many of these radios available for purchase. He opined his best option was to sell the radios on Ebay.

Chairman Pro Tem Eberlein suggested that Mr. Barnes research other public entities that may need two-way radios, but did not have the County and federal restrictions.

Commissioner Stewart moved to adopt Resolution 2016-29. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Resolution 2016-30/Classify Records/Auditor

Resolution 2016-31/Destroy Records/Auditor

Chief Deputy Clerk Pat Raffee said this was to consider the classification and potential resolution to destroy 83 boxes/binders of various Auditor department documents. She added that the oldest records were tax levy documents from 1994 and payroll records from 1998; and the most current records were bond summary reports from 2012.

Commissioner Stewart moved to adopt Resolution 2016-30 to Classify Records, and Resolution 2016-31 to Destroy Records. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

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 Pro Tem Eberlein adjourned the meeting at 2:29 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

BY: _____
Cecilia Sweet, Deputy Clerk
