

Minutes of Meeting
Business Meeting
March 8, 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 Assessor Mike McDowell, Chief Deputy Treasurer Laurie Thomas, Airport Director Greg Delavan, Solid Waste Director Cathy Mayer, Human Resources (HR) Generalist-Benefits & Compensation Dorothy Cross, Information Systems (IS) PC/Network Specialist Ben Stallings, Civil Deputy Prosecuting Attorneys R. David Ferguson and Pat Braden, Legal Assistant Barb Nyquist, BOCC Administrative Supervisor Nancy Jones, Administrative Secretary Teri Johnston, Staff Accountant Julina Hildreth and Deputy Clerk Cecilia Sweet. Chairman Dan Green was excused.

- A. Call to Order:** Chairman Pro Tem Marc Eberlein called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Airport Director Greg Delavan led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**
 - Minutes of Meetings:**
 - 02/11/2016 Deliberations/Community Development
 - 02/17/2016 Department Heads
 - 02/18/2016 Deliberations/Community Development
 - 02/18/2016 Public Hearing/Deliberations
 - 02/23/2016 Human Resources
 - 02/23/2016 Business Meeting
 - 02/24/2016 Human Resources
 - 02/26/2016 Deliberations/Community Development
 - 02/26/2016 *Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.*
 - 02/26/2016 *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.*
 - 02/29/2016 Commissioners' Debriefing
 - 03/01/2016 Debt Settlement Request Nos. 2013-339 & 2013-790
 - 03/01/2016 Lien Release Request 2014-6
 - 03/01/2016 Debt Forgiveness Request 2015-112 (Police Hold)
 - 03/01/2016 Appeal of Initial Denial 2016-28
 - 03/01/2016 Payment Request from Kootenai Health 2014-727
 - 03/01/2016 *Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.*
 - 03/01/2016 *Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.*
 - 03/02/2016 Requests for Cancellation of Taxes

Board Actions:

Treasurer's Monthly Report/February 2016
Assessor's adjustments to tax valuation/AIN nos.: 187311; 128191
BOCC Signatures for Indigent Cases: 2/25/2016 through 3/2/2016
Kennel License Application/Stokes

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 29, 2016, through March 4, 2016, in the amount of \$519,217.24 with \$1,679.00 in 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:

Chairman Pro Tem Eberlein thanked Mr. Delavan for his time finding mapping solutions that worked for both the Airport and the City of Hayden on the Ramsey Road Project. Commissioner David Stewart agreed.

Award Bid 2016-05/Forklift/Solid Waste

Solid Waste Director Cathy Mayer requested that Norlift Inc. of Spokane be awarded the bid for the Toyota full cab forklift in the amount of \$45,807. She added this was the only bid the County had received, and the trade in offer was declined. She said the existing 1998 forklift could still be used at the County.

Commissioner Stewart moved to award bid 2016-05 to Norlift, Inc. 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.

Service Level Agreement/Amendment to Addendum B/Access Idaho/Assessor

Assessor Mike McDowell said this was to consider removing the \$1.00 fee for users paying on Access Idaho, Inc. He added citizens making payments would be charged a percentage of the transaction amount instead of the flat fee.

Commissioner Stewart moved to approve the Amendment to Addendum B on the Service Level Agreement. 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.

Work Order 16-01/AIP 3-16-0010-043 Taxilanes/T-O Engineers/Airport

Mr. Delavan reported this was to accommodate the Professional Services Agreement Work Order 16-01 for T-O Engineers. He said T-O Engineers would manage the grant construction projects, which consisted of Taxilanes Rehabilitation and Maintenance, and Land Acquisition.

Chairman Pro Tem Eberlein asked if the County had a contract with T-O Engineers or if this was just a Work Order.

Mr. Delavan replied the County had a Professional Services Agreement with T-O Engineers and this was a request for the 2016 Work Order.

Commissioner Stewart moved to accept the Airport Work Order 16-01 for AIP 3-16-0010-043 Taxilanes. 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.

Maintenance Agreement/H&H Business Systems/Elections/IS

IS PC/Network Specialist Ben Stallings requested a change in the County's Maintenance Agreement with H&H Business Systems for the Ricoh multi-functional printer used by Elections. Mr. Stallings said he had provided the Board with a Multifactor Productivity (MFP) Calculator to show the financial value to the County.

Chairman Pro Tem Eberlein thanked Mr. Stallings for submitting the MFP Calculator; he said it was good to help ascertain whether or not there was a saving to the County.

Commissioner Stewart moved to approve the Maintenance Agreement between the County (IS) and H&H Business Systems. 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. Stallings exited the meeting at 2:15 p.m.

Confidentiality Agreement/Regence/HR

HR Generalist-Benefits & Compensation Dorothy Cross requested the Board's signature, so Regence would send Health Insurance Portability and Accountability Act (HIPAA) protected data directly to Symetra in cases where the Stop Loss (SL) claim was exceeded and reimbursement was required by the County. Ms. Cross said this would eliminate the extra work of manually submitting SL claims to Symetra.

Chairman Pro Tem Eberlein asked what the cost of the SL insurance was.

Ms. Cross replied the SL insurance was approximately \$37,000 a month.

Commissioner Stewart moved to approve the Confidentiality Agreement between the County (HR) and Regence and the authorized Chairman Pro Tem Eberlein to sign the agreement. 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.

Modification #4/Annual Operating Agreement/US Forest Service/Snowgroomer

Commissioner Stewart gave an overview of the Annual Operating Agreement with the US Forest Service. He added that the Snowgroomer Operations Manager Dave Bonasera would normally present this Agreement to the Board, however due to illness he could not.

Chairman Pro Tem Eberlein said the Annual Operating Agreement looked appropriate and he observed no outstanding concerns. Commissioner Stewart agreed.

Commissioner Stewart moved to approve Modification #4 on the Annual Operating Agreement between the County (Snowgroomer) and the US Forest Service. 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.

Advisory Board Appointment/Levine/Board of Community Guardians

BOCC Administrative Supervisor Nancy Jones said that an application from the Board of Community Guardians Chair Peggy Fairfield had been received requesting a new Board member appointment. Ms. Jones reported that Ms. Fairfield had met several times with Mr. David Levine, and he had been attending the Board of Community Guardians' meetings. Ms. Jones said Ms. Fairfield had sent a letter of recommendation for this applicant as an asset to the Board of Community Guardians. Ms. Jones said Mr. Levine would accept a 4 year appointment if offered one.

Commissioner Stewart moved to approve the appointment of David Levine to the Board of Community Guardians. 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 2016-34/Cancellation of Taxes/Penalties and Interest/AIN 179296/Post Falls Highway District

Civil Deputy Prosecuting Attorney Pat Braden explained that the portion of River Way that went from Huetter Road into the Mill River development was transferred from the County to the Post Falls Highway District in 2005, but an error in the transfer documents prevented the tax exempt status from being processed.

Commissioner Stewart moved to adopt Resolution 2016-34. 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 2:17 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

BY: _____
Cecilia Sweet, Deputy Clerk
