

**Minutes of Meeting**  
**Business Meeting**  
**April 19, 2016**  
**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, Chief Deputy Clerk Pat Raffee, Buildings & Grounds Director Shawn Riley, PC/Imaging Technician Bob Otto, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Legal Assistant Barb Nyquist, and Deputy Clerk Alicia Lynch. Also present was citizen Duane Rasmussen.

**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:**

04/06/2016	Requests for Cancellation of Taxes
04/06/2016	Area Agency on Aging
04/06/2016	Background Ordinance
04/07/2016	NIC Training
04/11/2016	Auditor
04/11/2016	Tax Exempt Application Hearing
04/11/2016	Community Development Update
04/11/2016	Commissioners' Debriefing
04/12/2016	Request for Debt Forgiveness 2008-1388
04/12/2016	Request for Dept Forgiveness 2013-826 & 2013-868
04/15/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>

**Board Actions:**

Civil Division/ March 2016 Financial Report  
Request for Tax Exempt Status: St. Vincent DePaul Salvage Bureau, Inc. AIN Nox. 107896, 138448, 199900  
Noxious Weed Control Agreements/ Various Parcels  
BOCC Signatures for Indigent Cases 4/6/2016 through 4/13/2016

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 April 11, 2016, through April 15, 2016, in the amount of \$887,724.60 with no 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:** There were no changes to the agenda.

**F. New Business:**

**Memorandum of Understanding (MOU)/ Coeur d’Alene Fire Department/ Parks & Waterways**

Civil Deputy Prosecuting Attorney Jamila Holmes requested Board approval to share the County’s Hagadone boat slip lease space with the Coeur d’Alene Fire Department. She explained that the Fire Department would share the cost and obligations of the lease equally; she added that the County was liable for the first \$1,000 of repairs.

Commissioner Stewart moved to approve the Memorandum of Understanding between the County (Parks & Waterways) and the Coeur d’Alene Fire Department. Commissioner Eberlein seconded the motion and questioned if the County was the boat slip’s primary user. Commissioner Stewart clarified that the Fire Department paid their portion of the lease directly to the County. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye  
Commissioner Eberlein: Aye  
Chairman Green: Aye  
The motion carried.

**Resolution 2016-56/ Fixed Asset Deletion/ Buildings & Grounds**

Buildings & Grounds Director Shawn Riley requested the deletion of three assets: a wall mount camera and military forklift that were not in Buildings & Grounds possession, and a desk made specifically for the former Finance Director’s office that was dismantled in removal, making it useless.

Commissioner Stewart moved to adopt Resolution 2016-56. 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 2016-57/ Capital Asset Deletion/ Information Systems**

PC/Imaging Technician Bob Otto requested the deletion of computer equipment that was over ten years old and beyond its useful life.

Commissioner Stewart moved to adopt Resolution 2016-57. 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 2016-58/ Classify Records/ Auditor**

**Resolution 2016-59/ Destroy Records/ Auditor**

Chief Deputy Clerk Pat Raffee requested the Board approve the classification and destruction of 27 boxes and binders of records beyond their retention period. She said that this third request would bring the total number of Auditor boxes, binders and books classified and destroyed to 188.

Commissioner Stewart moved to adopt Resolutions 2016-58 and 2016-59. 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.

- 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 2:09 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Alicia Lynch, Deputy Clerk

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