

Minutes of Meeting
Business Meeting
May 17, 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 Treasurer Steve Matheson, Chief Deputy Treasurer Laurie Thomas, Customer Service Technician II Ashleigh Suggs, KCSO Lieutenant Stuart Miller, Buildings & Grounds Director Shawn Riley, Airport Director Greg Delavan, Parks & Waterways Director Nick Snyder, Court Services Director Diana Meyer, Recording Manager Theresa Atchley, Senior Records Clerk Jessica Jensen, Human Resources Generalist- Compliance Cecilia Sweet, Civil Deputy Prosecuting Attorney R. David Ferguson, Legal Assistant Barb Nyquist, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Alicia Lynch.

- 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:

05/02/2016 Solid Waste Update
05/02/2016 Commissioners' Debriefing
05/02/2016 Airport Update
05/04/2016 Office of Emergency Management Update
05/04/2016 Requests for Cancellation of Taxes
05/09/2016 Fiscal Year 2017 Budget Overview
05/09/2016 Community Development Update

Board Actions:

Request for Tax Exempt Status: Heart of the City Church/ AIN 201529; Habitat for Humanity of North Idaho/ AIN 108918/ 105086; Hayden Bible Church/ AIN 125434
BOCC Signatures for Indigent Cases: 5/5/2016 through 5/11/2016
Noxious Weed Control Agreements/ Various Parcels

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 accept the Payables List for the week of May 9, 2016, through May 13, 2016, in the amount of \$561,507.57 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:

Public Hearing: Tax Deed/ Treasurer

Chairman Green opened the Public Hearing at 2:01 p.m.

Treasurer Steve Matheson requested approval for 48 properties to go through the tax deed process in compliance with Idaho Code 63-1006.

Chairman Green called for public testimony in favor, opposed, or neutral at 2:02 p.m.

There was no public testimony.

Commissioner Stewart moved to close public testimony and enter into deliberations. 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.

Chairman Green closed the public testimony section of the public hearing at 2:03 p.m.

Chief Deputy Treasurer Laurie Thomas clarified that Board approval was needed to issue the tax deeds.

Commissioner Stewart moved to approve the Treasurer's request to issue tax deeds pursuant to Idaho Code for the properties listed in the documents provided. 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.

Chairman Green closed the public hearing at 2:04 p.m.

Contract/ Stateline Bridge Painting/ Assure Painting/ Parks & Waterways

Parks & Waterways Director Nick Snyder requested the Board approve the contract between the County (Parks & Waterways) and Assure Painting for the Stateline Bridge Painting. He said the project would cost \$85,485. Mr. Snyder said he County and the Cities of Coeur d'Alene and Post Falls would contribute \$65,485 collectively, and the North Idaho Centennial Trail Foundation would pay the remaining \$20,000.

Commissioner Stewart moved to approve the Contract for the Stateline Bridge Painting between the County (Parks & Waterways) and Assure Painting. 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 and Customer Service Technician II Ashleigh Suggs exited the meeting at 2:06 p.m.

Contract/ LCA Architects/ Jail Expansion/ Buildings & Grounds

Buildings & Grounds Director Shawn Riley requested the Board approve the contract between the County (Buildings & Grounds) and LCA Architects for the Jail Expansion. He explained that Legal had reviewed the contract and that LCA Architects had amended it to reflect the discussion the Board had with Longwell + Trapp.

Commissioner Eberlein asked if LCA Architects would include three-dimensional drawings. Mr. Riley replied that they would.

Chairman Green inquired if the contract obligated the Board to follow-through with the project or just committed the Board to the planning phase. Mr. Riley said the contract did not obligate the Board beyond the planning phase.

Commissioner Stewart moved to approve the Jail Expansion Contract dated May 13, 2016, between the County (KCSO) and LCA Architects. 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/ Fuel Services/ Coleman/ KCSO

KCSO Lieutenant Stuart Miller requested the Board approve the Fuel Services Contract between the County (KCSO) and Coleman Oil Company.

Commissioner Eberlein moved to approve the Fuel Services Contract between the County (KCSO) and Coleman Oil Company. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Nay
Commissioner Eberlein: Aye
Chairman Green: Aye

The motion carried.

Donation Agreement/ Resolution 2016-69/ Trailer/ Ironman/ KCSO

Lieutenant Miller explained that Ironman had offered to donate a surplus triple-axle 40 foot enclosed trailer to the County. He said that KCSO hoped to use the donated trailer to replace the Search and Rescue trailer that was only 21 feet long. He added that the donated trailer was in great condition and was estimated by Ironman to be worth \$12,000.

Commissioner Eberlein inquired if Ironman would receive a receipt indicating a \$12,000 donation and Lieutenant Miller confirmed that they would.

Commissioner Stewart moved to adopt Resolution 2016-69. 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.

Attachment A4/ Language Line Services/ Recorder

Recording Manager Theresa Atchley said the County currently used Language Line Services for translation services and that it cost the County \$1.05 per minute. She requested the Board approve Attachment A4, which was a video feature that connected to an American Sign Language interpreter. Ms. Atchley said this would cost the County \$79.00 annually with a \$3.35 charge per minute.

Commissioner Stewart moved to approve Attachment A4/Language Line Services/Recorder. 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.

Ms. Atchley and Senior Records Clerk Jessica Jensen exited the meeting at 2:12 p.m.

Termination of Lease/ Evans/ Kent/ Airport

Lease Agreement/ Moxley, LLC/ Airport

Airport Director Greg Delavan requested the Board terminate the Lease between the County (Airport) and Evans and Kent, and he explained that Moxley, LLC would be leasing the hanger instead.

Commissioner Stewart moved to approve the Termination of the Lease with Evans and Kent, and then approve the Lease Agreement between the County (Airport) and Moxley, LLC. 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.

Letter of Termination/ Court Appointed Special Advocates (CASA) Evacuation Center/ Office of Emergency Management (OEM)

Civil Deputy Prosecuting Attorney R. David Ferguson representing OEM requested the Board approve a letter of termination between the County and the CASA Evacuation Center. He explained that CASA was no longer at the location and OEM had an agreement with the Eagles' Lodge as a replacement evacuation center.

Commissioner Stewart moved to approve the Letter of Termination between the County (OEM) and the CASA Evacuation Center. 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. Delavan exited the meeting at 2:13 p.m.

Petroleum Storage Tank Insurance Renewal/ Risk Management

Human Resources Generalist-Compliance Cecilia Sweet requested approval of the County's annual renewal of its Petroleum Storage Tank Liability Insurance, and that the Board's signatures be on the renewal policy by May 23, 2016. She noted that Petroleum Storage Tank Fund revised its aboveground storage tanks guidelines, and required aboveground storage tanks to be inspected annually. Ms. Sweet said that a field representative noted that the Airport's aboveground storage tank needed a Spill Prevention Control and Countermeasure Plan before March 4, 2017. She added the Fairgrounds aboveground diesel storage tank had been removed from the policy's

coverage. Ms. Sweet reported that the annual policy renewal cost was \$340, to insure eleven petroleum fuel storage tanks and thirteen heating oil tanks.

Commissioner Eberlein asked that Ms. Sweet send the request for a Spill Prevention Control and Countermeasure Plan with the due date to the Airport Director, and copy the Commissioners. He said that he would follow-up with the Mr. Delavan.

Commissioner Stewart moved to approve the Petroleum Storage Tank Insurance Renewal. 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 2016-67/ Surplus Property/ District Court

Court Services Director Diana Meyer requested the Board declare as surplus a scanner/copier. She said parts were no longer available and the machine had been replaced.

Commissioner Stewart moved to adopt Resolution 2016-67. 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.

Ms. Meyer exited the meeting at 2:18 p.m.

Resolution 2016-68/ Delete Fixed Asset/ Treasurer

Ms. Thomas requested the Board delete a 1999 Pentium III computer that was still listed as a fixed asset, but was no longer in the Treasurer's office.

Commissioner Stewart moved to Adopt Resolution 2016-68. 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 2:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
