

**Minutes of Meeting**  
**Business Meeting**  
**June 14, 2016**  
**2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Eberlein met to discuss the following agenda items. Also present were Treasurer Steve Matheson, Grants Management Office (GMO) Director Jody Bieze, Human Resources (HR) Director Skye Reynolds, KSCO Captain Andy Deak, Custody Services Captain Lee Richardson, Patrol Deputy Shane Vrevich, Records Supervisor Linda Mattos, Civil Deputy Prosecuting Attorney R. David Ferguson, Juvenile Detention Senior Records Clerk Brandie Bradley, Lead Administrative Assistant Rhonda Hall, BOCC Administrative Secretary Teri Johnston, and Deputy Clerks Randi Davis and Alicia Lynch. Also present were citizens Lita and Jason Whitehead. Commissioner David Stewart was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Commissioner Marc Eberlein led the Pledge of Allegiance.

**C. Approval of Consent Calendar:**

**Minutes of Meetings:**

05/18/2016	Elected Officials
05/24/2016	Commissioners' Debriefing
05/24/2016	Buildings & Grounds
05/31/2016	Lien Release Request 2006-783
05/31/2016	Business Meeting
05/31/2016	Community Development Update
05/31/2016	Commissioners' Debriefing
06/01/2016	Requests for Cancellation of Taxes
06/03/2016	Sheriff FY2017 Budget Discussion
06/06/2016	Airport FY2017 Budget Request Discussion
06/06/2016	Assessor
06/06/2016	Office of Emergency Management
06/06/2016	Commissioners' Debriefing
06/06/2016	Sheriff FY2017 Budget Discussion
06/07/2016	Debt Forgiveness Request 2016-624
06/07/2016	Business Meeting

**Board Actions:**

Agreement between Kootenai County and Coeur d' Alene Chamber of Commerce  
Monthly Settlements and Statements/ May 2016/ Treasurer  
BOCC Signatures for Indigent Cases 06/02/2016 through 06/08/2016  
Noxious Weed Control Agreements/ Various Parcels

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

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Eberlein moved to accept the Payables List for the week of June 6, 2016, through June 10, 2016, in the amount of \$634,982.65 with jury payments of \$1,486.24. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**E. Changes to the Agenda:**

KCSO Custody Services Captain Lee Richardson presented the federal government changes to kiosk fees under the Federal Communications Commission (FCC). He said the changes would be effective June 20, 2016, and was time sensitive, since there would be no Commissioner quorum at that meeting time.

Commissioner Eberlein moved to add to the agenda item Second Amendment to Kiosk Location Telmate, LLC/ KCSO. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

GMO Director Jody Bieze requested the Board add the discussion of 5310 Small Urban Subrecipient Funding Agreement stating it was time sensitive because it needed approval by June 17, 2016.

Commissioner Eberlein moved to add the item 5310 Small Urban Subrecipient Funding Agreement Change/Transit to the agenda. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**F. New Business:**

**Third Amendment to Addendum A/ Service Level Agreement/ Electronic Transaction and Access/ Access Idaho/ Assessor**

Chairman Green recommended continuing the discussion of the Third Amendment to Addendum A to June 28, 2016, since no Assessor representative was present. Commissioner Eberlein suggested bringing in a representative now because the item was time sensitive as of July 1, 2016. Chairman Green asked BOCC Administrative Secretary Teri Johnston to call a representative from the Assessor's office, and moved on to the next item.

Ms. Johnston exited the meeting at 2:05 p.m.

**First Amendment to Inmate Telecommunication Location Agreement/ Telmate LLC/ Juvenile Detention**

Juvenile Detention Lead Administrative Assistant Rhonda Hall presented an FCC change that would affect KCSO commissions from Juvenile Detention inmate phone calls. She said the change would decrease County commissions by 50%. Commissioner Eberlein inquired whether the inmates' phone use was limited by time or money. Captain Richardson replied inmates could use the service as much as they wanted within reason and the new amendment was issued to decrease the allowable cost per minute.

Commissioner Eberlein moved to approve the First Amendment to Inmate Telecommunication Location Agreement/ Telmate, LLC/ Juvenile Detention. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Johnston re-entered the meeting at 2:07 p.m. Ms. Hall and Juvenile Detention Senior Records Clerk Brandie Bradley exited the meeting at 2:08 p.m.

**Donation/ Resolution 2016-73/ Remington 870 Youth .20 Gauge Shotgun/ Coeur d' Alene Skeet & Trap Club/ North Idaho Violent Crimes Task Force/ KCSO**

KCSO Patrol Deputy Shane Vrevich requested the Board approve donating a seized Remington 870 youth .20 gauge shotgun. He said the North Idaho Violent Crimes Task Force wanted to donate it to the Coeur d' Alene Skeet & Trap Club youth shooting team.

Commissioner Eberlein moved to approve Donation/ Resolution 2016-73/ Remington 870 Youth .20 Gauge Shotgun/ Coeur d' Alene Skeet & Trap Club/ North Idaho Violent Crimes Task Force/ KCSO.

Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Assessor Administrative Secretary Reba Grytness entered the meeting and Mr. Vrevich exited at 2:10 p.m.

Chairman Green returned the discussion to the first item.

**Third Amendment to Addendum A/ Service Level Agreement/ Electronic Transaction and Access/ Access Idaho/ Assessor**

Ms. Grytness stated she had limited knowledge of this item.

Chairman Green asked Civil Deputy Prosecuting Attorney R. David Ferguson to present. Mr. Ferguson said it was an amendment to the agreement between the County Assessor and Idaho Information Consortium, LLC dba Access Idaho concerning on-line vehicle registration renewal transactions. He said a \$1.00 fee increase charged to the County Assessor would pass through to the customer.

Commissioner Eberlein moved to approve Third Amendment to Addendum A/ Service Level Agreement/ Electronic Transaction and Access/ Access Idaho/ Assessor. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried

Ms. Grytness exited the meeting at 2:13 p.m.

**Amendment to Contract/ David Evans & Associates/ Grants Management Office/ Transit**

Ms. Bieze informed the Board of an amendment to the contract between the County (GMO) and David Evans & Associates. She said the expiration date would be extended from May 1, 2016, to November 1, 2016. Chairman Green inquired whether there would be a change in dollar amount. Ms. Beize confirmed there wouldn't be, and she said all other conditions would remain the same.

Commissioner Eberlein moved to approve the Amendment to Contract/ David Evans & Associates/ Grants Management Office/ Transit. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

**Ordinance 494/ Background Checks/ Human Resources**

Treasurer Steve Matheson requested Board approval to publish the County's adoption of Ordinance 494 in the Coeur d'Alene Press. He said the ordinance would be effective 30 days after publication.

Commissioner Eberlein moved to approve the publishing of Ordinance 494/ Background Checks/ Human Resources. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Treasurer Matheson and HR Director Skye Reynolds exited the meeting at 2:16 p.m.

**Fire District Annexation/ Stadler/ Kootenai Fire & Rescue**

Mr. Ferguson presented a petition of annexation from citizens John and Vicki Stadler. He stated their property met all the requirements of annexation and was approved by the Fire District. Mr. Ferguson requested the Board approve the final annexation request.

Commissioner Eberlein asked if any additional information needed to be cited. Chairman Green replied their name was what was required.

Commissioner Eberlein moved to approve Fire District Annexation/ Stadler/ Kootenai Fire & Rescue. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Resolution 2016-74/ Classify Records/ KCSO**

**Resolution 2016-75/ Destroy Records/ KCSO**

KCSO Records Supervisor Linda Mattos requested the classification of temporary, semi-permanent, and permanent records for annual destruction. Chairman Green asked if providing the year range was enough information to classify and destroy the records. Mr. Ferguson replied the requirements were met by that information.

Commissioner Eberlein moved to approve Resolution 2016-74/ Classify Records/ KCSO and Resolution 2016-75/ Destroy Records/ KCSO. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Second Amendment to Kiosk Location/ Telmate, LLC/ KCSO**

Captain Richardson presented the Second Amendments to the Kiosk Location Agreement and the Inmate Telecommunication Location between the County (KCSO) and Telmate, LLC. He said that signs would be posted indicating the change in charges, and that a voice prompt on calls would also alert users of the change.

Commissioner Eberlein moved to approve Second Amendment to Kiosk Location/ Telmate, LLC/ KCSO. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**5310 Small Urban Subrecipient Funding Agreement**

Ms. Bieze informed the Board of an error in the agreement between the County and the Idaho Transportation Department. She said when the County was initially awarded Fiscal Year 2013 funds they were designated for capital, but in the agreement the funds were erroneously moved to purchase of service. She requested approval to send a letter correcting the agreement.

Commissioner Eberlein moved to approve the 5310 Small Urban Subrecipient Funding Agreement scope change. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart:           Excused  
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 2:25 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Randi Davis, Deputy Clerk

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