

**Minutes of Meeting**  
**Fiscal Year 2017 Budget Deliberations**  
**June 17, 2016**  
**11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Marc Eberlein met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Finance Director Dena Darrow, Senior Staff Accountant Kimberli Price, Human Resources (HR) Generalist- Employee Relations Kim Buffin, HR Generalist- Benefits & Compliance Dorothy Cross, and Deputy Clerks Alicia Lynch and Randi Davis. Also present was citizen Bob Bingham. Commissioner David Stewart was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 11:00 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

**Fiscal Year (FY) 2017 Budget Deliberations with the Auditor's Office**

Senior Staff Accountant Kimberli Price informed the Board that Solid Waste and the Jail each had two Temp/Seasonal Budgets and requested the Board approve eliminating the duplicate line items; resulting in saving \$13,832. HR Generalist-Employee Relations Kim Buffin said she supported the deletion of the repeated budget lines.

Ms. Price presented and discussed with the Board the following BOCC Budget Pools: Sick Leave Termination, the Temp Pool, and the Wage Adjustment Pool. The Commissioners agreed to reduce the Sick Leave Termination Pool from \$199,065 to \$100,000; reduce the Temp Pool from \$82,866 to \$50,000; and to eliminate the Wage Adjustment Pool totaling \$24,332. Chairman Green suggested any mid-year changes to wages could come from contingency funds, and Commissioner Marc Eberlein agreed.

Commissioner Eberlein moved to tentatively eliminate Solid Waste Budget line 554-182 and transfer the dollars contained within to line 550-182; to eliminate Jail Budget line 554-660 and transfer the dollars within to line 555-660; to reduce the BOCC Sick Leave Termination from \$199,065 to \$100,000; to reduce BOCC Temp Pool from \$82,866 to \$50,000; and to eliminate the BOCC Wage Adjustment Pool in the amount of \$24,332. Chairman Green seconded the motion, adding for clarification that the combined Solid Waste budget line was now \$120,968; a \$13,832 net decrease. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

Clerk Jim Brannon, Ms. Price, and Ms. Buffin reviewed the County's Open Positions with the Board. Chairman Green directed Ms. Buffin to speak with the Elected Officials and Department Heads with open positions and make recommendations to the Board.

The attendees discussed a 4% Pay Band Increase instead of the originally proposed 6% increase. Clerk Brannon reported the difference between the 4% and 6% increase was \$101,649.82. Both Chairman Green and Commissioner Eberlein said they supported the 4% Pay Band Increase.

Commissioner Eberlein moved to tentatively approve a 4% Pay Band Increase. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

The attendees discussed the proposed FY2017 9-1-1 Matrix at length. Ms. Price reported that the proposed matrix increase was 1.98% of the total 9-1-1 A Budget (Personnel).

Commissioner Eberlein moved to tentatively approve the proposed FY2017 9-1-1 Matrix. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Chairman Green noted that the Board had yet to approve funding the pay matrices.

The attendees discussed whether the Commissioners would include Elected Officials, Temps, and open positions in the merit increase calculations. Chairman Green said open positions and temps did not represent full-time employees and therefore should not be included in merit increases. Commissioner Eberlein agreed. Clerk Brannon stated that a Board Resolution determined the pay of the Elected Officials. The Commissioners agreed to exclude Elected Officials from merit increase calculations.

- F. 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 11:57 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

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

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