

Minutes of Meeting
Business Meeting
July 5, 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, Staff Accountant Julina Hildreth, Grants Management Office (GMO) Director Jody Bieze, Program Specialist Kimberly Hobson, Buildings & Grounds Director Shawn Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, Senior Elections Clerk Megan Bircher, Information Systems (IS) Network Administrator Grant Kinsey, KCSO Accounting Technician Trudy Whittenburg, District Court—Court Services Manager Nicole Vigil, BOCC Administrative Secretary Teri Johnston, and Deputy Clerks Randi Davis and 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:

06/27/2016	Aquifer Protection District Fiscal Year 2017 Budget Discussion
06/27/2016	Fiscal Year 2017 Budget Discussion/ Health Insurance/ Risk Management
06/27/2016	Auditor
06/27/2016	Public Defense Commission
06/28/2016	Indigent Appeal 2016-85
06/28/2016	Lien Release Request 2012-855
06/28/2016	Commissioners' Debriefing

Board Actions:

Treasurer's Monthly Report/ June 2016
Revocation of Tax Exempt Orders: North Idaho College/ Outotec, Inc.; Society of Jesus, Oregon Province; Pentecostal Church of God
BOCC Signatures for Indigent Cases: 6/22/2016 through 6/29/2016
Noxious Weed Control Agreement/ AIN 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 Davis 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 June 27, 2016, through July 1, 2016, in the amount of \$446,825.66 with no jury payments. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis 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:

Award/ Request for Proposal/ Courthouse Cabling Project/ Information Systems

IS Network Administrator Grant Kinsey present an informal bid for installing cabling under the Court House. He said the bids that were received ranged from \$16,654.63 to over \$59,000. He stated the lowest bidder had the capability to provide certification warranty on the types of materials needed for the project at no extra cost. Mr. Kinsey requested approval to award the lowest bid. Commissioner Marc Eberlein asked if IS had previously worked with the company. Mr. Kinsey replied that IS had not, but the company had received outstanding references from several local school districts. Chairman Green stated that since the bid amount was less than \$25,000 no motion was necessary to approve the award. He directed Mr. Kinsey to bring the contract to a future business meeting for Board action.

Mr. Kinsey exited the meeting at 2:05 p.m.

Award/ Requests for Proposals (RFP)/ Intelligent Transit System/ Grants Management Office

GMO Program Specialist Kimberly Hobson informed the Board five responses were received for the RFP for an Intelligent Transit System. She said that the evaluation team recommended ETA Transit Systems. Commissioner Eberlein asked what an Intelligent Transit System was. Ms. Hobson said it enabled GPS capabilities to be placed in buses and with software that allowed for more effective scheduling. Chairman Green asked what the dollar amount was. Ms. Hobson replied it was approximately \$235,000.

Commissioner Eberlein moved to direct GMO to prepare a contract awarding the bid to ETA Transit Systems for an Intelligent Transit System. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Budget Revision/ ID-90-X118/ID-90-128/ Transit

GMO Director Jody Bieze presented a request to submit the budget revision for Fiscal Year 2017 to the Federal Transit Administration (FTA) reflecting the appropriate size of the buses planned for purchase.

Commissioner Stewart moved to approve the Budget Revision/ ID-90-X118/ID-90-128/ Transit. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Fire District Annexation/ Roth/ Kootenai County Fire & Rescue

Civil Deputy Prosecuting Attorney R. David Ferguson presented a request for annexation into the Kootenai County Fire District made by citizen Curtis Roth. He said the property was approved by the Fire District and all other requirements had been met.

Commissioner Stewart moved to approve the Fire District Annexation for Roth. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Resolution 2016-78/ Surplus Equipment/ Buildings & Grounds

Buildings & Grounds Director Shawn Riley presented a request to remove a VFD drive for the cold deck, a security camera, a security monitor, and a lawn mower from the County's asset inventory since they were no longer in use.

Commissioner Stewart moved to approve Resolution 2016-78. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Resolution 2016-79/ Classify Records/ Elections

Resolution 2016-80/ Destroy Records/ Elections

Senior Elections Clerk Megan Bircher presented a request to classify and destroy records that have met their retention period. Chairman Green asked if the list of documents was provided. Mr. Ferguson confirmed the list was included.

Commissioner Stewart moved to approve Resolution 2016-79 and Resolution 2016-80. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

Ms. Bieze exited the meeting at 2:15 p.m.

Resolution 2016-81/ Capital Asset Deletion/ District Court

District Court—Court Services Manager Nicole Vigil requested the deletion of the 17 capital asset items because the items were no longer in use and had no value.

Commissioner Stewart moved to approve Resolution 2016-81. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

Resolution 2016-82/ Surplus Equipment/ KCSO

KCSO Accounting Technician Trudy Whittenburg requested the Board declare as surplus six ballistic vests that were purchased in 2005 because they were past their certifiable life. Commissioner Eberlein asked how the vests would be disposed. Ms. Whittenburg said the plates would be taken out and the carriers would be thrown away.

Commissioner Stewart moved to approve Resolution 2016-82. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis 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 2:18 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Randi Davis, Deputy Clerk
