

Minutes of Meeting
Business Meeting
July 26, 2016
2:00 p.m.

The Kootenai County Board of Commissioners: Chairman Pro Tem Marc Eberlein and Commissioner David Stewart met to discuss the following agenda items. Also present were Clerk Jim Brannon, Staff Accountant Julina Hildreth, KCSO Captain Custody Services Lee Richardson, Major Kim Edmondson, Lieutenant Stuart Miller, Lieutenant Matthew Street, Administrative Assistant Christina Clay, 9-1-1 Communications Services Technician Collin McRoy, Parks & Waterways Director Nick Snyder, Grants Management Office (GMO) Director Jody Bieze, Program Specialist Kimberly Hobson, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Legal Assistant-Civil Barb Nyquist, Court Services Manager Nicole Vigil, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Randi Davis. Also present was citizen Tina Kunishige. Chairman Dan Green was excused.

A. Call to Order: Chairman Pro Tem Marc Eberlein called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance: Clerk Jim Brannon led the Pledge of Allegiance.

C. Approval of Consent Calendar:

Minutes of Meetings:

07/11/2016	Community Development Update
07/11/2016	Assessment Appeal Hearing
07/12/2016	Business Meeting
07/12/2016	Commissioners' Debriefing
07/13/2016	Buildings & Grounds
07/13/2016	Fairgrounds Audit & Budget Discussion
07/14/2016	City of Post Falls
07/14/2016	Buildings & Grounds/ Jail Expansion
07/15/2016	Human Resources/ Mercer
07/15/2016	School District Trustee Interview
07/15/2016	External Consultant Discussion
07/18/2016	Adult Misdemeanor Probation
07/18/2016	City of Hayden
07/18/2016	Commissioners' Debriefing
07/18/2016	Community Development Update
07/19/2016	Debt Settlement Offer and Lien Release Request 2006-2038
07/19/2016	Payment Deferment Request 2014-434
07/19/2016	Commissioners' Debriefing Continued
07/19/2016	Business Meeting
07/19/2016	FY2017 Budget Deliberations

Board Actions:

Assessor's Adjustment to Solid Waste Fees/AIN 125522/ Pay
Civil Division/ June 2016 Financial Report/ KCSO
BOCC Signatures for Indigent Cases: 7/14/2016 through 7/20/2016
Notice to Eradicate and Control Noxious Weeds/ Hatcher
Noxious Weed Control Agreements/ Various Parcels

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

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

The motion carried.

D. Approval of Payables List:

Commissioner Stewart moved to accept the Payables List for the week of July 18, 2016, through July 22, 2016, in the amount of \$362,252.79 with no jury payments. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

E. Changes to the Agenda:

Commissioner Stewart moved to remove item Addendum A/ AAL 09-005/ Lease Modification/ Resort Aviation/ Airport and item Addendums A & B/ AAL-98-010/ Lease Modification/ Resort Aviation/ Airport. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

F. New Business:

Bid Opening 2016-11/ Hauser Lake Dock/ Parks & Waterways

Civil Deputy Prosecuting Attorney R. David Ferguson presented three sealed envelopes containing bids for the replacement of the Hauser Lake dock. Commissioner Stewart opened the first bid from Westland Construction Inc. in the amount of \$297,395, with a dock removal and disposal option for an additional \$9,600. He said the bid included a public works contractor's license and a bond. Commissioner Stewart opened the second bid from North Idaho Maritime in the amount of \$182,500, with no additional charge for dock removal and disposal. He said a bond was included. Commissioner Stewart opened the third bid from HDB Marine in the amount of \$235,320, with a dock removal and disposal option for an additional \$7,810. He said the bid included a public works contractor's license and a bond.

Commissioner Stewart moved to forward the bids to Parks & Waterways and Legal to review for a recommendation. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Grant Application/ Kootenai County Search & Rescue/ KCSO

KCSO Lieutenant Stuart Miller presented a grant application in the amount of \$2,500 for submission to Kootenai Electric Cooperative. He said the money would be used by Kootenai County Search and Rescue to purchase a transport trailer for ATV's and UTV's.

Commissioner Stewart moved to approve the grant application for Kootenai County Search & Rescue between the County and Avista. Clerk Brannon clarified the application was between the County and Kootenai Electric Cooperative, not Avista. Commissioner Stewart amended his motion to approve the grant application for Kootenai County Search & Rescue between the County and Kootenai Electric Cooperative. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Agreement Project Lifesaver/ KCSO

Lieutenant Miller presented an agreement between the County and Project Lifesaver International that would allow the County to receive two trackers, two receivers, and training to help search for and rescue individuals with cognitive diseases. Chairman Pro Tem Eberlein asked if there was any cost to the County to become a member of the program. Lieutenant Miller confirmed there wasn't.

Commissioner Stewart moved to approve the agreement between the County and Project Lifesaver. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Lieutenant Miller and Administrative Assistant Christina Clay exited the meeting at 2:11 p.m.

Contract/ CBM Managed Services/ Food Services/ Jail/ KCSO

Major Kim Edmondson stated the County's current contract with Trinity Services Group for food service at the Jail would expire on September 30, 2016, and said the company's increase in costs was not in the County's budget. She also said she wanted to switch to a

company that provided better services. Major Edmondson presented a contract with CBM Managed Services for Board consideration. She said the contract would begin October 1, 2016, for one year and that other counties had given positive remarks about the company. She said she had not put the services out to bid, but believed there was an exception in statute that would allow forgoing that. Commissioner Eberlein asked the amount of the CBM Managed Services contract and Ms. Edmondson replied it was \$607,066.10.

Mr. Ferguson stated statute required an open competitive sealed bid process for the procurement of services over \$50,000, unless the Board made a finding that sole sourcing was appropriate. He said the Board would need to find that there was only one source available, and competitive solicitation was impractical, disadvantageous or unreasonable under the circumstances. He also stated that the finding would have to be made on the record.

Commissioner Stewart and Chairman Pro Tem Eberlein determined that CBM Managed Services was not the sole source available and directed Major Edmondson to put the contract out to bid.

Major. Edmonson and KCSO Captain Lee Richardson exited the meeting at 2:27 p.m.

~~**Addendum A/ AAL 09-005/ Lease Modification/ Resort Aviation/ Airport Pulled**~~

~~**Addendums A & B/ AAL 98-010/ Lease Modification/ Resort Aviation/ Airport Pulled**~~

Service Contract/ Apex Office Systems/ District Court

Court Services Manager Nicole Vigil requested the Board approve a service contract between the County and Apex Office Systems, Inc. She stated the contract would cover maintenance of the main District Court fax machine and would be one year in duration. Commissioner Stewart asked whether there were other machines the County didn't own and Civil Deputy Prosecuting Attorney Jamila Holmes confirmed that there were.

Commissioner Stewart moved to approve the Contract between the County and Apex Office Systems. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Citylink Transit System User Guide/ Transit

Program Specialist Kimberly Hobson requested approval for an update to the Citylink System User Guide provided by the Transit Department. She stated the update had been approved by Legal. Commissioner Stewart asked who reviewed it from Legal and Ms. Hobson replied it was Chief Deputy Prosecuting Attorney Barry Black. Commissioner Stewart stated Mr. Black's recommendations were not included in his packet. Legal

Assistant-Civil Barb Nyquist volunteered to go and get the recommendations from Mr. Black. Chairman Pro Tem Eberlein suggested moving on to the next item while they were waiting.

Ms. Nyquist and Ms. Holmes exited the meeting at 2:36 p.m. and re-entered the meeting at 2:37 p.m.

Grant Application/ 16 5307 Ops/ Project Admin/ Security/ Training/ Planning/ Public Transportation/GMO

GMO Director Jody Bieze presented a grant application for submission to the Federal Transit Administration in the amount of \$1,169,212. She said it would be used for software maintenance, capital items, and planning. Ms. Bieze requested approval to submit the application. Commissioner Stewart asked whether the application had been reviewed by Legal. Ms. Bieze replied that grant applications were not typically reviewed by Legal. Commissioner Eberlein asked whether the grant's name, FAIN ID 2016-009-00, should be included in the motion and Ms. Bieze confirmed it should.

Commissioner Stewart moved to approve the grant application FAIN ID 2016-009-00. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Application/ Hazard Mitigation Grant/ KCSO/ GMO

9-1-1 Communications Services Technician Collin McRoy presented a grant application to be submitted to the Idaho Bureau of Homeland Security for funds to be used to add a generator plug to the 9-1-1 Center and to purchase a mobile generator.

Commissioner Stewart moved to approve the Application/ Hazard Mitigation Grant/ KCSO/ GMO. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Tax Deed Bids/ AIN 306441/ 215688/ 114464/ The Eaton Agency

Mr. Ferguson presented three sealed envelopes containing tax deed bids. Commissioner Stewart opened the first envelope from the Eaton Agency in the amount of \$2,000, for AIN 114464. He opened the second envelope from the Eaton Agency in the amount of \$600, for AIN 306441. Commissioner Stewart opened the third envelope from Carl Eaton in the amount of \$500, for AIN 215688. Chairman Pro Tem Eberlein suggested the bids be sent to staff and Legal for review for acceptance or rejection at a future meeting.

Commissioner Stewart moved to send the tax bids to staff and Legal for review and to return them to a future meeting for recommendation. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Bieze suggested postponing the approval of item Citylink Transit System User Guide/ Transit to a later date so that the documentation of Mr. Black's legal recommendations could be reviewed by the Board. Commissioner Stewart requested she resubmit the item and Ms. Bieze confirmed she would.

- 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 Pro Tem Eberlein adjourned the meeting at 2:45 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

BY: _____
Randi Davis, Deputy Clerk
