

**Minutes of Meeting
Business Meeting
August 16, 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 KCSO Captain Lee Richardson, Patrol Captain Andrew Boyle, Finance Director Dena Darrow, Senior Staff Accountant Keith Taylor, Buildings & Grounds (B&G) Director Shawn Riley, Solid Waste Director Cathy Mayer, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Legal Assistant Barb Nyquist, Grants Management Office (GMO) Program Specialist Kimberly Hobson, 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:

08/01/2016	Community Development Update
08/04/2016	Fair Board Monthly Update
08/04/2016	<i>Executive Session §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent.</i>
08/08/2016	Commissioners' Debriefing
08/09/2016	Business Meeting
08/10/2016	Hardship Hearing

Board Actions:

Resolution 2016-94/ Cancellation of Taxes/ Smith/ Family Trust of LKS/ AIN 316023
BOCC Signatures for Indigent Cases 8/4/2016 through 8/10/2016

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 August 8, 2016, through August 12, 2016, in the amount of \$787,752.47 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:**

Open/ Requests for Proposals/ Inmate Food Services/ KCSO

Commissioner Eberlein opened a bid from CBM Managed Services for \$611,935 with a 5% bid bond.

Commissioner Stewart moved to forward CBM Managed Services' bid to KCSO and Legal for review. 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.

Citizen Tina Kunishuge entered the meeting at 2:04 p.m.

Donation Agreement/ Resolution 2016-96/ 1-Ton Ford Pickup/ Patridge/ KCSO

KCSO Patrol Captain Andrew Boyle requested the Board approve KCSO accepting a donated 1988 one-ton Ford F-Super Duty truck with 85,000 miles. He said this vehicle would be used to tow a command post trailer.

Commissioner Stewart moved to adopt Resolution 2016-96. 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.

Purchase Agreement/ Rose Lake Property/ Lee/ Solid Waste

Solid Waste Director Cathy Mayer requested the Board approve the Purchase Agreement for a Rose Lake rural residential collection site. She said the 16 acre property would replace the two sites currently used in Rose Lake. She added the closing date would be May 1, 2017, which allowed the County time to get the permits processed. Commissioner Eberlein inquired whether Solid Waste was putting money down on the property. Ms. Mayer replied that a down payment of \$1,000 would be made and those funds would be held by the title company.

Commissioner Stewart moved to approve the Purchase Agreement for the Rose Lake Property. 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. Mayer exited the meeting at 2:08 p.m.

2016 Financial Audit Engagement/ Eide Bailly/ Auditor

Finance Director Dena Darrow requested the Board approve the contract with Eide Bailly for the 2016 Financial Audit Engagement.

Commissioner Stewart moved to approve the 2016 Financial Audit Engagement between the County (Auditor) and Eide Bailly. 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/ Architects West/ Post Falls Department of Motor Vehicles (DMV)/ Drivers License Project/ Buildings & Grounds

B&G Director Shawn Riley requested the Board approve a Contract between the County (B&G) and Architects West for the Post Falls DMV Drivers License Project in the amount of \$29,830. He reported that Legal had requested Architects West waive the consequential damage language in the contract, but Architects West's insurance provider required the language. Civil Deputy Prosecuting Attorney R. David Ferguson said while the inclusion of the language was not ideal, the Board could still approve the contract.

Commissioner Stewart moved to approve the Contract between the County (B&G) and Architects West for the Post Falls DMV and Drivers License Project. 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. Riley, Ms. Darrow, and Senior Staff Accountant Keith Taylor exited the meeting at 2:11 p.m.

Memorandum of Understanding (MOU)/ Tree Thinning/ Cleanup/ AIN 181220/ HJ Grathol/ Parks & Waterways

Civil Deputy Prosecuting Attorney Jamila Holmes requested the Board approve a MOU allowing for tree thinning and right of way cleanup of AIN 181220. She said the MOU indemnified the County and there was no charge to the County for the tree thinning and fence post materials. She added that a neighboring parcel was hiring a licensed and bonded professional for the service.

Commissioner Stewart moved to approve the Memorandum of Understanding between the County (Parks & Waterways) and HJ Grathol. 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.

Approval/ Transit User Policy and Paratransit User Policy/ Transit

GMO Program Specialist Kimberly Hobson requested the Board approve both the Transit User and Paratransit User policies. She said the policies had not been formally approved before, and this process was recommended by the Idaho Transportation Department. She added that a Paratransit User policy had been in place prior to the recommendation, but both services were required to be equal, so a Transit User Policy was created. Chairman Green inquired whether the policy was for drivers or clients. Ms. Hobson replied that the policies were for the clients.

Commissioner Stewart moved to approve the Transit User Policy. 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. Ferguson inquired whether the Board's previous motion was intended to include both the Transit User Policy and the Paratransit User Policy.

Commissioner Stewart amended his motion to include both the Transit User Policy and the Paratransit User Policy. 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.

Budget Approval/ Fiscal Year (FY) 2017 Hayden Area Regional Sewer Board (HARSB) Joint Powers/ BOCC

Chairman Green said as a member of HARSB Joint Powers, the Board was asked to approve the FY2017 Budget. He noted the budget had decreased 9% since last year.

Commissioner Stewart moved to approve the FY2017 HARSB Joint Powers Budget. 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.

First Amendment/ Funding Agreement/ HARSB/ HARSB Joint Powers/ BOCC

Chairman Green said the County had a Funding Agreement with HARSB through the HARSB Joint Powers, and explained that the first amendment was to allow the Executive Director the autonomy to approve minor expenditures under \$50,000. He added the expenditures would still be reported to the HARSB Joint Powers at their monthly meetings.

Commissioner Stewart moved to approve the First Amendment to the HARSB Funding Agreement. 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.

Petition for Annexation/ Multiple Parcels/ Northern Lakes Fire Protection District

Mr. Ferguson presented a Petition for Annexation for 12 parcels into the Northern Lakes Fire Protection District.

Commissioner Stewart moved to approve the Petitions for Annexation/ Parcels one through twelve for Northern Lakes Fire Protection District. 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 2:23 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
