

**Minutes of Meeting
Commissioners' Debriefing
August 29, 2016
2:30 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, Buildings & Grounds (B&G) Director Shawn Riley, Civil Deputy Prosecuting Attorney Pat Braden, BOCC Senior Secretary Alethea Carpenter, and Deputy Clerk Randi Davis.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 2:30 p.m.

- B. Changes to the Agenda:** Chairman Green said Civil Deputy Prosecuting Attorney Jamila Holmes requested item DC Printer Discussion be pulled from the agenda and not continued to another meeting.

Commissioner David Stewart moved to pull item DC Printer Discussion from 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.

C. New Business:

DC Printer Discussion Pulled

Follow-Up re: Easement Deed—AIN 316108 (near Upper Twin Lake)

Civil Deputy Prosecuting Attorney Pat Braden discussed a County owned parcel near Upper Twin Lake that had a road going through it. He said a legal description of the parcel had been developed and he had drafted an easement that would allow nearby homeowners to continue using the road after the County sold the parcel. Mr. Braden requested the Board consider approving the sale of the parcel at the next business meeting on September 6, 2016. Chairman Green stated the business meeting that week could possibly be rescheduled for September 7, 2016, and Mr. Braden replied that either of those dates would be fine.

Property Transaction—Post Falls Urban Renewal Agency (PFURA)

Mr. Braden discussed a potential property exchange between the County and PFURA near the Department of Motor Vehicles (DMV) in Post Falls. Commissioner Eberlein said the Board had discussed this in prior meetings and he had contacted the City of Post Falls concerning the exchange. Chairman Green stated the Board was supportive of a property exchange if the empty lot next to the Odd Fellows building could be

subdivided. He asked Mr. Braden to contact PFURA Attorney Pete Bredeson to draft an agreement between the County and City.

BOCC Senior Secretary Alethea Carpenter exited the meeting at 2:40 p.m.

Status of Draft Animal Control Ordinance

Mr. Braden said the ordinance had been approved by the Sheriff and was ready for Board approval. He asked when the ordinance could be scheduled for a public hearing. Chairman Green suggested scheduling the hearing during the business meeting on September 20, 2016, and Commissioner Eberlein agreed. Commissioner Eberlein requested copies of the ordinance be provided to the Board for review before the hearing. Mr. Braden confirmed he would provide copies of the ordinance and legislative changes.

Update of Capital Projects

B&G Shawn Riley presented an update of the County's capital projects. He said the Jail expansion floor plan showed the exchange of a single cell with a shower for another bed in the pressure controlled medical area. Chairman Green asked what the next phase of the project was. Mr. Riley replied the next phase would be completing the engineering and design drawings, and the project should be ready to put out to bid in January 2017. Mr. Riley said the City of Coeur d'Alene was supportive of de-annexing the RV dump, Work Release, Juvenile Detention, and Jail, and that the City would like to have it complete by the end of September 2016. He stated the City's legal department would draft a Memorandum of Understanding (MOU) and send it to Civil Deputy Prosecuting Attorney R. David Ferguson for review. Commissioner Eberlein asked the projected cost savings to the County concerning building permits from de-annexation, and Mr. Riley confirmed savings would be over \$150,000.

Mr. Riley presented the Administrative Annex building parking lot project. He said Welch-Comer & Associates President and Principal Phil Boyd had expressed interest in engineering the lot. He said Mr. Boyd estimated the project cost would be between \$200,000 and \$300,000, with a design fee of about \$25,000. Chairman Green supported getting a building permit for the project, and Commissioner Stewart agreed. Chairman Green directed Mr. Riley to contact Mr. Boyd and discuss project options.

Mr. Riley discussed the evidence storage and pole barn projects. Commissioner Stewart stated the County would need this for secure evidence storage.

Mr. Riley presented the Post Falls DMV and Vehicle License projects. Chairman Green asked whether the training room in the Vehicle License building floor plan would be available to use as a meeting room, and Mr. Riley confirmed it would.

Clerk Jim Brannon exited the meeting at 3:10 p.m.

Chairman Green asked when the County would request equipment from the Idaho Transportation Department (ITD), and Mr. Riley replied the County would meet with ITD onsite September 12, 2016.

Mr. Riley stated that the Clerk had asked him to attend the County’s Budget Public Hearing on August 31, 2016, to answer any questions concerning the County’s capital projects. Chairman Green suggested Solid Waste Director Cathy Mayer, Human Resources Director Skye Reynolds, Community Development Director David Callahan, and BOCC Administrative Supervisor Nancy Jones also attend. Commissioners Stewart and Eberlein agreed.

D. 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 3:15 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Randi Davis, Deputy Clerk
