

**Minutes of Meeting  
Business Meeting  
September 20, 2016  
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda items. Also present were KCSO Patrol Captain Andy Boyle, Lieutenant Joe Jovick, Sergeant Kevin Smart, Solid Waste (SW) Director Cathy Mayer, Principal Planner Laureen Chaffin, Parks & Waterways Director Nick Snyder, Airport Director Greg Delavan, Civil Deputy Prosecuting Attorneys R. David Ferguson and Jamila Holmes, Legal Assistant-Civil Barb Nyquist, Staff Accountant Julina Hildreth, Grants Management Office (GMO) Program Specialist Kimberly Hobson, BOCC Administrative Secretary Teri Johnston, and Deputy Clerks Randi Davis and Lisa Music. Also present was citizen Tina Kunishige, Coeur d'Alene Garbage owner Phil Damiano and representative Mark Hinders, Waste Management of Idaho Manager Steve Roberge, and Sunshine Disposal & Recycling representative Steve Wulf. Commissioner Marc Eberlein was excused.

**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:**

08/04/2016	Deliberations/ Community Development
08/11/2016	Public Hearing/ Deliberations/ Community Development
08/18/2016	Deliberations/ Community Development
08/25/2016	Deliberations/ Community Development
09/07/2016	Business Meeting
09/07/2016	Request No. 2016-24/ Non-Payment of Medical Bill
09/08/2016	Fair Board
09/08/2016	Auditor
09/12/2016	Office of Emergency Management
09/12/2016	Community Development Update
09/12/2016	Commissioners' Debriefing
09/12/2016	<i>Executive Session §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.</i>
09/13/2016	Commissioners' Debriefing Continued
09/14/2016	<i>Executive Session §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.</i>

**Board Actions:**

Assessor's Adjustment to tax/ valuation/ AIN nos.: 169072; 332456; 165379  
Resolution 2016-94/ Cancellation of Taxes/ Smith/ AIN 316023  
BOCC Signatures for Indigent Cases: 9/8/2016 through 9/14/2016

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

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Stewart moved to accept the Payables List for the week of September 12, 2016, through September 16, 2016, in the amount of \$350,922.36 with no jury payments. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**E. Changes to the Agenda:**

Commissioner Stewart moved to pull item number three: Contract/ Courthouse Cabling Project/ Systems Tech Inc. / Information Systems. Chairman Green asked when the item would be brought back. BOCC Administrative Secretary Teri Johnston said it would be on the business meeting agenda in two weeks. Chairman Green clarified it would be the business meeting on October 4, 2016. Commissioner Stewart amended his motion that the item would be brought forward at the business meeting on October 4, 2016. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**F. New Business:**

**Bid Opening/ 2016-12 Rural Collection System/ Solid Waste**

Civil Deputy Prosecuting Attorney R. David Ferguson presented three sealed envelopes containing bids for rural waste collection. Commissioner Stewart opened the first bid from Coeur d'Alene Garbage owner Phil Damiano in the amount of \$432,000 annual cost. Commissioner Stewart opened the second bid from Waste Management of Idaho in the amount of \$548,000 annual cost. Commissioner Stewart opened the third bid from Sunshine Disposal & Recycling in the amount of \$434,500 annual cost.

Commissioner Stewart moved to forward the bids to staff and Legal for further review. Chairman Green added the bids would be brought back for recommendation and seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Contact/ Engineering Services/ Parametrix/ Solid Waste**

SW Director Cathy Mayer requested approval to renew an annual contract between the County and Parametrix for environmental engineering services in the amount of \$176,512.79.

Commissioner Stewart moved to approve the contract between the County and Parametrix for engineering services. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Mayer and SW Principal Planner Lauren Chaffin exited the meeting at 2:07 p.m.

**~~Contract Courthouse Calling Project/ System Tech Inc./ Information Systems~~ pulled**

**Lease Addendums A and B/ Huckleberry Hangars, LLC/ Airport**

Airport Director Greg Delavan presented a lease agreement between the County and Huckleberry Hangars, LLC. He said Addendums A and B would accommodate Huckleberry Hangars' individual sales of units. Chairman Green asked whether there were multiple tenants in one building. Mr. Delavan confirmed it was one building with separate common-wall box hangars. Civil Deputy Prosecuting Attorney R. David Ferguson clarified the individual hangar unit occupants would sub-lease from Huckleberry Hangars. Chairman Green asked whether the County would receive rent payment from Huckleberry Hangars or the individual tenants, and Mr. Delavan confirmed rent would be received from Huckleberry Hangars.

Commissioner Stewart moved to approve the Lease Addendums A and B between the County and Huckleberry Hangars, LLC. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Mr. Delavan exited the meeting at 2:11 p.m.

**Agreement/Loan of Armored Car/ Liberty Lake Police Department/ KCSO**

Patrol Captain Andy Boyle requested approval to loan an unused KCSO armored car to the Liberty Lake Police Department. Chairman Green asked whether the County could donate the car to Liberty Lake, and Mr. Ferguson confirmed it could not because Liberty Lake was located in Washington.

Commissioner Stewart moved to approve the Agreement/Loan of Armored Car/ Liberty Lake Police Department/ KCSO. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

BOCC Senior Secretary Alethea Carpenter entered the meeting at 2:13 p.m.

**Equipment Reimbursement/ Office of Highway Safety/ KCSO**

Lieutenant Joe Jovick presented an agreement the County had previously entered into with the Idaho Transportation Department (ITD) Office of Highway Safety to assist with traffic enforcement and crashes. He said the state had allowed the County to earn equipment incentive dollars in the amount of \$7,850 to purchase additional traffic equipment. Chairman Green asked whether the incentive was a grant, and Staff Accountant Julina Hildreth confirmed it was.

Commissioner Stewart moved to approve the ITD Office of Highway Safety Traffic Enforcement Mobilization grant TEMA between KCSO and the County. Chairman Green stated the agreement was between the County and the Office of Highway Safety. Lieutenant Jovick clarified the Office of Highway Safety was a subsection of ITD. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Reimbursement/ Alive @ 25 Classes/ Office of Highway Safety/ KCSO**

Lieutenant Jovick requested approval to accept reimbursement from the ITD for 12 of the Alive @ 25 classes KCSO instructed. Ms. Hildreth asked whether the Board would approve the reimbursement for Fiscal Year (FY) 2017 as well. Chairman Green stated that her request was not included in the agenda.

Commissioner Stewart moved to approve the Alive @ 25 agreement between the County and ITD Office of Highway Safety. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Captain Boyle, Lieutenant Jovick, and Sergeant Kevin Smart exited the meeting at 2:19 p.m.

**2016 Emergency Management Program Grant (EMPG)/ Subrecipient Agreement/ Office of Emergency Management/ GMO**

GMO Program Specialist Kimberly Hobson presented the EMPG Subrecipient agreement for FY 2016.

Commissioner Stewart moved to approve the 2016 EMPG/ Subrecipient Agreement/ Office of Emergency Management. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Hildreth exited the meeting at 2:20 p.m.

**Tax Deed Bid/ AIN 138816/ Warren/ Watson**

Mr. Ferguson presented two sealed envelopes containing bids for parcel AIN 138816 from nearby property owners. Commissioner Stewart opened the first bid from Burl Warren in the amount of \$727, and the second bid from Roland Watson in the amount of \$10. Chairman Green supported awarding the bid to Mr. Warren. Commissioner Stewart suggested forwarding the bids to Community Development for review. Chairman Green said the item could be continued to a date certain in two weeks for further discussion.

Commissioner Stewart moved not to reject the bids, and to continue the item Tax Deed Bid/ AIN 138816/ Warren/ Watson to the business meeting on October 4, 2016. Chairman Green seconded the motion, and said he would inform Commissioner Marc Eberlein. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

BOCC Administrative Secretary Stephanie Clark entered and Ms. Carpenter exited the meeting and at 2:29 p.m.

**2016-2017 Court Appointed Special Advocates (CASA) Contract/ Palmer, Walsh & Taylor, PLLC**

Chairman Green asked whether the Board had previously signed the CASA contract, and Ms. Clark confirmed that it had not. Chairman Green said that statute required the County to provide legal services to CASA, and the County did so through a contract with Palmer, Walsh, & Taylor, PLLC.

Commissioner Stewart moved to approve the contract between the County and Palmer, Walsh, & Taylor, PLLC. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**2016-2017 Conflict Administrator Contract/ Nass**

Chairman Green presented the Conflict Administrator Contract which would allow Lake City Law Group attorney Scot Nass to act as the County's conflict administrator.

Commissioner Stewart moved to approve the Conflict Administrator Contract between the County and attorney Scott Nass. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**2016-2017 Conflict Contract Renewals/ Brooks/ Chesebro/ Cooper/ Frampton/ Hagerty/ Hull/ Jimenez/ Lawlor/ Nixon/ Palmer/ Pierce/ Romero/ Swartz/ Taylor/ Walsh**

Chairman Green discussed the County's individual conflict attorney contract renewals that would expire on October 1, 2016.

Commissioner Stewart moved to approve the 2016-2017 Conflict Contract Renewals/ Brooks/ Chesebro/ Cooper/ Frampton/ Hagerty/ Hull/ Jimenez/ Lawlor/ Nixon/ Palmer/ Pierce/ Romero/ Swartz/ Taylor/ Walsh. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Selection Committee Recommendation/ Category A/ Conflict Cases/ Frampton**

Chairman Green presented a request made by attorney Steven Frampton to move to Category A conflict cases.

Commissioner Stewart moved not to approve Frampton's request to be moved to Category A conflict cases. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Clark exited the meeting at 2:34 p.m.

**Resolution 2016-103/ Surplus Equipment and Asset Deletion/ Parks & Waterways**

Parks & Waterways Director Nick Snyder presented two 1999 vessel pump machines that had previously been disposed of, and requested approval to delete the equipment from the County's capital asset inventory.

Commissioner Stewart moved to approve Resolution 2016-103. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Aye  
Commissioner Eberlein: Excused  
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 2:34 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Randi Davis, Deputy Clerk

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