

**Minutes of Meeting  
Business Meeting  
October 18, 2016  
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Clerk Jim Brannon, Finance Director Dena Darrow, KCSO Lieutenant Stuart Miller, Solid Waste (SW) Director Cathy Mayer, Principal Planner Lauren Chaffin, Buildings & Grounds (B&G) Director Shawn Riley, Human Resources (HR) Director Skye Reynolds, Civil Deputy Prosecuting Attorney R. David Ferguson, Legal Assistant – Civil Barb Nyquist, Information Systems (IS) Senior Applications Systems Manager Carrie Cole, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Randi Davis. Also present was Coeur d’Alene Garbage owner Phil Damiano, Contractors Northwest Director of Building Relationships Linda Davis, and representative Demoree Sanders. Commissioner David Stewart 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:**

09/08/2016	Public Hearing/ ZON 16-0002/ JMAC Resources/ Community Development
09/08/2016	Deliberations/ MSF 16-0004/ Double T Estates 2 <sup>nd</sup> Addition
09/30/2016	Commissioners’ Debriefing
09/30/2016	Parks & Waterways/ Centennial Trail
09/30/2016	Human Resources
10/03/2016	Office of Emergency Management Update
10/03/2016	Solid Waste Update
10/04/2016	Requests for Cancellation of Taxes
10/04/2016	Annual Treasurer’s Settlement
10/06/2016	Airport
10/11/2016	Request for Payment Reduction 2015-507
10/11/2016	Request for Payment Reduction 2014-35
10/11/2016	Business Meeting
10/12/2016	Executive Session 74-206(1)(f) <i>to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.</i>
10/12/2016	Executive Session 74-206(1)(b) <i>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>
10/13/2016	Executive Session 74-206(1)(f) <i>to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.</i>

**Board Actions:**

BOCC Signatures for Indigent Cases: 10/06/2016 through 10/12/2016

Commissioner Marc Eberlein 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: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

**D. Approval of Payables List:**

Commissioner Eberlein moved to accept the Payables List for the week of October 10, 2016, through October 14, 2016, in the amount of \$836,718.49 with no jury payments. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

**E. Changes to the Agenda:** There were no changes to the agenda.

**F. New Business:**

Contract/ Recycling Rebate/ Residential Single Stream/ Coeur d'Alene Garbage Service/ Solid Waste

Contract/ Recycling Rebate/ City of Post Falls/ Northwest Waste and Recycling dba Coeur d'Alene Garbage Service/ Solid Waste

Contract/ Recycling Rebate/ City of Coeur d'Alene / Northern State PAK, LLC, dba Coeur d'Alene Garbage Service/ Solid Waste

SW Director Cathy Mayer presented three recycling rebate contracts between the County and the Cities of Post Falls and Coeur d'Alene's haulers in the amount of \$10 per ton.

Commissioner Eberlein moved to approve Contract/ Recycling Rebate/ Residential Single Stream/ Coeur d'Alene Garbage Service/ Solid Waste with the Cities of Post Falls and Coeur d'Alene, Northwest Waste and Recycling, and Northern State PAK, LLC. Chairman Green clarified that they were referenced correctly in the Board's packet, and seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

**Contract/ Collection of Rural Systems Waste/ Northern State PAK, LLC, dba Coeur d'Alene Garbage/ Solid Waste**

Ms. Mayer presented a contract between the County and Northern State PAK, LLC that was awarded to the firm at a prior business meeting. She said the contract was for rural waste collection, and needed to be finalized.

Commissioner Eberlein moved to approve Contract/ Collection of Rural Systems Waste/ Northern State PAK, LLC, dba Coeur d'Alene Garbage/ Solid Waste. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Mayer, SW Principal Planner Laureen Chaffin, and Coeur d'Alene Garbage owner Phil Damiano exited and Staff Accountant Grants Julina Hildreth entered the meeting at 2:07 p.m.

**County Deeds/ Tax Sale/ Resolution 2016-107/ Treasurer**

BOCC Administrative Secretary Teri Johnston discussed County deeds that were prepared by the Treasurer for properties that were sold at a tax deed sale in September 2016.

Commissioner Eberlein moved to approve Resolution 2016-107. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 2:09 p.m.

**Requests for Grant Reimbursement/ Tow Vehicle/ Idaho Department of Parks & Recreation/ KCSO**

KCSO Lieutenant Stuart Miller presented an addendum to an Idaho Department of Parks & Recreation grant the County received. He said the County had received a \$15,000 reimbursement of the funds it applied for. Lieutenant Miller requested approval to submit a reimbursement request for the remaining \$3747.45

Commissioner Eberlein moved to approve the Requests for Grant Reimbursement/ Tow Vehicle/ Idaho Department of Parks & Recreation/ KCSO in the amount of \$3,747.45. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Chief Deputy Treasurer Laurie Thomas entered the meeting at 2:13 p.m.

**Maintenance Agreement/ New World ERP Financial System Software/ Tyler Technologies/ Information Systems**

IS Senior Applications Systems Manager Carrie Cole discussed a maintenance agreement between the County and Tyler Technologies that needed to be invoiced in the correct Fiscal Year.

Commissioner Eberlein moved to approve Maintenance Agreement/ New World ERP Financial System Software/ Tyler Technologies/ Information Systems. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Ms. Cole exited the meeting at 2:16 p.m.

**Stop Loss/ Confirmation of Terms/ Mercer/ Human Resources**

HR Director Skye Reynolds presented the County's annual stop loss renewal contract with Symetra effective November 1, 2016.

Commissioner Eberlein moved to approve Stop Loss/ Confirmation of Terms/ Mercer/ Human Resources. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Memorandum of Understanding (MOU)/ Shared Parking/ City of Coeur d'Alene/ Board of Commissioners**

Chairman Green discussed a proposed MOU between the County and the City of Coeur d'Alene concerning the shared parking lot on the corner of Northwest Boulevard and Mullan Road. Commissioner Eberlein suggested continuing the item to the next business meeting.

Commissioner Eberlein moved to continue item Memorandum of Understanding / Shared Parking/ City of Coeur d'Alene/ Board of Commissioners to the business meeting on October 25, 2016. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Tax Deed Bid/ AIN 316108/ Anderson/ McClelland**

Ms. Johnston presented two sealed tax deed bids for AIN 316108. Commissioner Eberlein opened the first sealed bid from Gavin Anderson in the amount of \$250, and the second sealed bid from Mandolin McClelland in the amount of \$2,175.

Commissioner Eberlein moved to accept the tax deed bid from Mandolin McClelland in the amount of \$2,175 for AIN 316108. Chairman Green added that staff would be directed to prepare a deed, and seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Mr. Braden exited the meeting at 2:21 p.m.

**Resolution 2016-108 Property Exchange/ Suzuki/ Honda Trade-in/ KCSO**

Lieutenant Miller said KCSO had two 2009 Suzuki motorcycles it would like to trade-in for a utility task vehicle (UTV). He said Honda Motor Sports would give the County \$3,000 apiece on a trade-in for the motorcycles. Lieutenant Miller stated the remainder of the cost for the UTV would be provided by a Women’s Gift Alliance grant. Chairman Green asked why a Resolution was necessary for the trade-in. Civil Deputy Prosecuting Attorney R. David Ferguson suggested continuing the item to a future business meeting so that the Board could receive clarification of the legal ramifications concerning the Resolution.

Commissioner Eberlein moved to continue item Resolution 2016-109 Property Exchange/ Suzuki/ Honda Trade-in/ KCSO to the business meeting on October 25, 2016. Chairman Green clarified it was Resolution 2016-108. Commissioner Eberlein amended his motion. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Chairman Green directed Mr. Ferguson to contact Civil Deputy Prosecuting Attorney Darrin Murphey for clarification concerning the Resolution.

**Resolution 2016-109/ Surplus Asset/ PA System/ Buildings & Grounds**

B&G Director Shawn Riley requested approval to surplus the County’s former PA system that was used in the Administrative Building. He said it had been replaced and was no longer in use. Commissioner Eberlein suggested donating the system to a charitable organization.

Commissioner Eberlein moved to approve Resolution 2016-109. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Resolution 2016-110/ Surplus Asset/ Chevrolet Pickup Truck/ Buildings & Grounds**

Mr. Riley requested approval to surplus a 1989 half ton Chevrolet pickup truck.

Commissioner Eberlein moved to approve Resolution 2016-110. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Resolution 2016-111/ Accept Donation/ Gym Equipment/ KCSO**

Lieutenant Miller requested approval to accept a donation of gym equipment worth approximately \$2,500 for the KCSO gym.

Commissioner Eberlein moved to approve Resolution 2016-111. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

Commissioner Stewart: Excused  
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 2:30 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

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

\_\_\_\_\_