

**Minutes of Meeting  
Commissioners' Debriefing  
October 24, 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 Coroner Warren Keene, Buildings & Grounds (B&G) Director Shawn Riley, and Deputy Clerk Randi Davis.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 2:33 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. New Business:**

**Coroner's Office Facility Needs**

Coroner Warren Keene discussed the available space located in the County's Work Release building. He said that moving his office to that location would provide it with more space and security. Coroner Keene added that the relocation of his office would also allow more space to be given to Elections. B&G Director Shawn Riley pointed out that the Sheriff was supportive of allowing the Coroner to use the space.

Coroner Keene requested Board signatures for an architectural remodel of the space to improve air circulation. Commissioner Marc Eberlein asked whether elevators were necessary. Coroner Keene confirmed elevators were only necessary to be Americans with Disabilities Act compliant, and not for day to day work. Chairman Green asked whether the Coroner was planning to use the space for autopsies. Coroner Keene confirmed he planned to develop a laboratory that was capable of conducting autopsies in the future, and contract out tissue pathology.

Clerk Jim Brannon entered the meeting at 2:40 p.m.

Commissioner Eberlein asked whether the remodel was budgeted in Fiscal Year (FY) 2017, and Coroner Keene confirmed it was not. Coroner Keene said he planned to budget the remodel in FY 2018 after costs were estimated. Chairman Green directed Mr. Riley to contact architectural firms for requests for proposals. Commissioners Eberlein and David Stewart agreed.

**Jail Sewer Re-Route**

Mr. Riley said a sewer camera inspection of the proposed Jail expansion resulted in concerns with the existing sewer lines. He said the current eight inch glue joint PVC pipe ran under the existing Jail and proposed expansion, and was installed below the minimum slope. Mr. Riley stated the video showed that the PVC pipe frequently flowed near full, with little to no additional capacity. He said Welch-Comer recommended re-routing and splitting the flow of the line.

Chairman Green asked whether the new line would service only the Jail expansion. Mr. Riley confirmed it would service the RV dump station, Work Release, Juvenile Detention, Building and Vehicle Maintenance, and the Jail expansion. He said the total cost for the new sewer line would be approximately \$111,160, and would result in a change order of approximately \$6,000 for the architect. Chairman Green asked Mr. Riley to present an amendment to the County's contract with Longwell & Trapp Architects for the change order at a future business meeting. Mr. Riley confirmed he would.

**Legislative Luncheon**

Chairman Green stated that one item on the agenda for the legislative luncheon on November 16, 2016, was Public Defense spending. He asked whether other Electeds had items they would like to add to the agenda. Clerk Brannon stated he would like to add an item about Elections changes. Coroner Keene said he would like to add an item about storage of dental records for identification of the deceased.

- 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 3:05 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

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

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