

**Minutes of Meeting  
Business Meeting  
October 31, 2016  
10:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Marc Eberlein and Commissioner David Stewart met to discuss the following agenda items. Also present were KCSO Captain John Holecek, 9-1-1 Communications Services Manager Bob Kesson, Buildings & Grounds (B&G) Director Shawn Riley, Parks & Waterways Director Nick Snyder, Community Development Director David Callahan, Civil Deputy Prosecuting Attorney Pa Braden, Legal Assistant–Civil Barb Nyquist, Staff Accountant Grants Julina Hildreth, Grants Management Office (GMO) Transit Program Specialist Sara Sumner, Program Specialist Kimberly Hobson, Senior Bailiff Rick Flock, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Randi Davis. Also present was citizen Tina Kunishige. Chairman Dan Green was excused.

**A. Call to Order:** Chairman Pro Tem Marc Eberlein called the meeting to order at 10:00 a.m.

**B. Pledge of Allegiance:** Chairman Pro Tem Eberlein led the Pledge of Allegiance.

**C. Approval of Consent Calendar:**

**Minutes of Meetings:**

10/13/2016	Deliberations/ Signing/ Community Development
10/17/2016	Commissioners’ Debriefing
10/18/2016	Requests for Cancellation of Taxes
10/18/2016	Business Meeting
10/24/2016	Airport & Airport Advisory Board Update
10/24/2016	Commissioners’ Debriefing
10/24/2016	Airport & Airport Advisory Board Update Continued
10/25/2016	Debt Forgiveness 2013-493
10/25/2016	Business Meeting
10/25/2016	Public Defense Commission Grant
10/26/2016	Deliberations/ Signing/ Community Development
10/26/2016	Prosecuting Attorney’s Office

**Board Actions:**

Assessor’s Adjustment to tax/ valuation/ AIN Nos: 176517; 332661  
Civil Division/ September 2016 Financial Report/ KCSO  
BOCC Signatures for Indigent Cases: 10/19/2016 through 10/26/2016  
Kennel License Renewal: Roth

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

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Stewart moved to accept the Payables List for the week of October 24, 2016, through October 28, 2016, in the amount of \$300,137.52 with jury payments of \$3,621.96. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

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

**F. New Business:**

**Change Order/ Jail Expansion Project/ LCA Architects/ Buildings & Grounds**

B&G Director Shawn Riley presented a change order in the amount of \$6,000 concerning the contract between the County and LCA Architects. He said it was for the design of a new sewer line for the Jail expansion project.

Commissioner Stewart moved to approve the change order between the County and LCA Architects. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Mr. Riley exited the meeting at 10:03 a.m.

**Second Amendment/ Mica Bay Sediment Removal (Phase III)/ Mica Bay Homeowners Association (HOA)/ Parks & Waterways**

Parks & Waterways Director Nick Snyder presented a second amendment to the agreement between the County and Mica Bay HOA.

Commissioner Stewart moved to approve the second amendment to the Mica Bay Sediment Removal Phase II agreement between the County and Mica Bay HOA. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Civil Deputy Prosecuting Attorney R. David Ferguson entered the meeting at 10:04 a.m.

**Grant Agreement/ Alive @ 25/ Idaho Transportation Department (ITD)/ KCSO**

Staff Accountant Grants Julina Hildreth presented a request made by the Sheriff's Office to apply for ITD funding for Alive @ 25 classes. She said the funding would allow up to three officers to teach classes four times per year.

Commissioner Stewart moved to approve the grant application for Alive @ 25 funding. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Agreement for Inmate Housing/ Yakima County/ KCSO**

KCSO Captain John Holecek presented an agreement between the County and Yakima County for overflow housing of Kootenai County inmates.

Commissioner Stewart moved to approve the 2017 agreement for inmate housing between the County and Yakima County. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Civil Deputy Prosecuting Attorney Pat Braden pointed out that the agreement would begin on November 1, 2016, as opposed to January 1, 2017.

**Lease Agreement/ Hoodoo Mountain Radio Site/ KCSO/ 9-1-1**

9-1-1 Communications Services Manager Bob Kesson presented a lease agreement renewal for the use of the Hoodoo Mountain radio site.

Commissioner Stewart moved to approve the communication tower sub-lease agreement between the County and Blue Sky Communications, LLC. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Agreement/ Professional Services/ Willdan Engineering/ Community Development**

Community Development Director David Callahan presented an agreement between the County and Willdan Engineering that would provide the County with building permit plan review services.

Commissioner Stewart moved to approve the agreement between the County and Willdan Engineering. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Mr. Callahan exited the meeting at 10:11 a.m.

**Amendment to Agreement/ David Evans & Associates/ Grants Management Office/ Transit**

GMO Program Specialist Kimberly Hobson presented an amendment to the agreement between the County and David Evans & Associates that would extend the agreement to a later date. Mr. Braden pointed out that the contract would be extended to March 31, 2017.

Commissioner Stewart moved to approve the amendment to the agreement between the County and David Evans & Associates. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Grant Use Agreement/ Coeur d'Alene Police Department/ Fiscal Year (FY) 2016 State Homeland Security Program (SHSP)/ Grants Management Office/ Office of Emergency Management**

Ms. Hobson presented the FY 2016 SHSP agreement between the County and Coeur d'Alene Police Department. Mr. Braden pointed out that the agreement was for license plate identification cameras.

Commissioner Stewart moved to approve the grant use agreement between the County and Coeur d'Alene Police Department. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

**Resolution 2016-112/ Classify Records/ Media/ KCSO**

**Resolution 2016-113/ Destroy Records/ Media/ KCSO**

Mr. Braden presented KCSO media records that were over 10 years old and legally able to be destroyed upon Board authorization.

Commissioner Stewart moved to approve Resolutions 2016-112 and 2016-113. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

The motion carried.

Mr. Ferguson exited the meeting at 10:17 a.m.

**Resolution 2016-114/ Surplus Equipment/ Asset Deletion/ Jury Commissioner/ District Court**

Senior Bailiff Rick Flock requested approval to delete an x-ray unit from the County's capital asset inventory.

Commissioner Stewart moved to approve Resolution 2016-114. Chairman Pro Tem Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davis called the roll:

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

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 10:18 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

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

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