

Bonner County

Board of Commissioners

Lewis Rich

Cornel Rasor

Mike Nielsen

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

September 27, 2011 - 8:45 A.M.

Bonner County Administration Bldg.

Third Floor Conference Room

1500 Hwy 2, Suite 308, Sandpoint, ID

On Tuesday, September 27, 2011 the Bonner County Commissioners met for their regularly scheduled meeting with all three Commissioners present.

CALL TO ORDER

Chairman Lewis Rich called the meeting to order at 8:45 a.m.

INVOCATION

Wesley Robiero from the Sandpoint Christian Center presented the Invocation.

PLEDGE OF ALLEGIANCE

ADOPT ORDER OF THE AGENDA

Chairman Rich advised of the following changes to the Agenda:

- 1. Miscellaneous Add Item #14 - Discussion/Decision Regarding Letter of Appeal to the City of Sandpoint for a Portion of the Impact Fees for the Juvenile Detention Facility**
- 2. Miscellaneous Add Item #15 – Discussion/Decision Regarding B to A Budget Transfer, Revaluation Fund, FY 2010-2011**
- 3. Miscellaneous Add Item #16 – Discussion/Decision Regarding Request for Reimbursement Construction Programs, FAA Grant #AIP 3-16-0058-003**

Commissioner Rasor made a motion to adopt the Order of the Agenda, as amended. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

MEETING UPDATES

Commissioner Rasor: Commissioner Rasor did not attend but provided updates to the BCAIS meeting. He attended the IAC and highlighted a meeting with Representative Labrador regarding a proposal. The proposal would be to the federal government to allow the State of Idaho through ten northern counties to manage approximately 200,000 acres of forest land for harvest production and stewardship to recreate the tax base that use to support these communities, rather than requiring payment in lieu of taxes.

Commissioner Nielsen: Commissioner Nielsen commented on the proposal from Representative Labrador stating the proposal would allow feds to own the property, IDL to manage it and the counties to benefit from it. Commissioner Nielsen did not attend but provided general updates to the Priest River Airport Board meeting and stated the Board does not normally meet in November and December but are looking at setting up alternative meetings due to pressing business.

Commissioner Rich: Commissioner Rich attend the IAC and touched base on continuing efforts regarding personal property taxes and stated they are an unjust tax; there was discussion regarding the 1% issue which is stalled right now due to revenue shortfalls of the government; the IAC meeting also touched base on NACO (National Association of Counties) and we are the only county that does not support NACO at this time; Commissioner Rich stated he did put a hold on his salary increase because the Board had not supported it

PUBLIC COMMENT

Richard Hamacher requested a meeting with the Board and implied that it would involve executive session. Chairman Rich explained that executive session is not something that can be scheduled at the business meeting but he is welcome to arrange a meeting with the office secretaries.

CONSENT AGENDA

- 1) Approval of Bonner County Commissioners' Minutes for 8/9/11

Commissioner Razor made a motion to approve the Consent Agenda. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

SOLID WASTE, WATERWAYS, PARKS & RECREATION and WEEDS – Leslie Marshall

- 1) Updates on Staff, Projects and Departments.

Director Leslie Marshall presented updates on staff and projects as well as general updates for the Solid Waste, Weeds, and Waterway – Parks & Recreation departments.

- 2) Discussion/Decision Regarding Acceptance of Donated Sick Bank Hours From Employees

Commissioner Razor made a motion to approve the donation of 34 sick bank hours from Ronald Cobb and 42 sick bank hours from Mike Haptonstall. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 3) Discussion/Decision Regarding Carryover Funds/Weeds - Treasury Appropriation - **Resolution**

Commissioner Razor made a motion to approve Resolution #11-85 Noxious Weed Department Budget Carryover, Treasury Appropriation. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 4) Discussion/Decision Regarding Carryover Funds/Solid Waste - Treasury Appropriation – **Resolution**

Commissioner Razor made a motion to approve Resolution #11-86 Carryover Funds for Solid Waste, Treasury Appropriation. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

5) Discussion/Decision Regarding Acceptance of Bid for the 2011 Solid Waste Grinding Project

Commissioner Rasor made a motion to approve the bid proposal as presented for the 2011 Solid Waste Grinding Project and authorize the Chair to sign administratively. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

6) Discussion/Decision Regarding Acceptance of Bid for Eastriver Road Paving

Commissioner Nielsen made a motion to award the Eastriver Road paving contract to Coeur d'Alene Paving Inc as presented by the Solid Waste department in the amount of \$201,703.10; and authorize Solid Waste department to proceed with the contract, and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioner Nielsen asked Director Marshall about steps on Highway 57 around mile marker 4, on the East side of the Highway that lead down to Priest River and questioned who maintains the steps as they are in bad shape. Director Marshall was not aware there were steps there and stated she would look into this matter.

ROAD & BRIDGE – Ryan Luttmann

1) Updates on Staff, Road Districts and Projects.

Director Ryan Luttmann presented updates on staff, road districts and provided updates on projects in District 1, District 2, District 3 and the construction crew.

2) Discussion/Decision Regarding ARRA Reimbursement No. 15

Commissioner Nielsen made a motion to approve ARRA Reimbursement #15 and ask the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Quartz-Cottonwood Roads Reconstruction Project Change Order No.2

Commissioner Nielsen made a motion to approve Quartz-Cottonwood Roads reconstruction project change order No. 2 and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Quartz-Cottonwood Roads Reconstruction Project Field Order No.1

Commissioner Nielsen made a motion to approve Quartz-Cottonwood Roads reconstruction field project order No. 1 and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

5) Discussion/Decision Regarding Lightning Creek Road Field Order No. 1

Commissioner Nielsen made a motion to approve Lightning Creek Road field order No. 1 and ask the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

6) Discussion/Decision Regarding Dufort Road Railroad Project Right-of-Way Activities Certificate

Commissioner Nielsen made a motion to approve the Dufort Road railroad project right-of-way activities certificate and ask the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

7) Discussion/Decision Regarding Soldier Creek Grant Application

Commissioner Nielsen made a motion to allow the Road & Bridge department to proceed with the Soldier Creek grant application. Commissioner Razor seconded the motion. All in favor. The motion passed.

EMERGENCY MANAGEMENT – Bob Howard

1) Updates on Staff, Projects and Department.

Director Bob Howard presented updates on staff, projects and the department.

PLANNING & ZONING – Clare Marley

1) Discussion/Decision Regarding Time Extension Request, File SS1472-07 – Poler Park, Preliminary Platt

Commissioner Nielsen made a motion to approve a final time extension for Poler Park, File SS1472-07 to October 24, 2013. Commissioner Razor seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Planning & Zoning Commission Vacancy - **Resolution**

Commissioner Razor made a motion to approve Resolution #11-87 appointing Steve Temple to the Bonner County Planning & Zoning Commission. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Final Plat Approval, File S1491-07 – CreekrIDGE Estates

Commissioner Razor made a motion to approve final plat approval for CreekrIDGE Estates, File S1491-07 and authorize the Chair to sign administratively. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

4) Department Updates

Director Clare Marley presented departmental updates as follows:

- Planning Commission is considering changing meetings to Thursday nights for the 2012 schedule and possibly some of the later 2011 meetings.
- A catalog on native plants has been created with the assistance of the Native Plant Society and some work from the Bonner County Planning & Zoning staff. There are a few copies available in their office and in local bookstores.
- In an effort to identify local plants little ceramic markers were made by a group of school children. These markers have been placed by the demonstration garden plants around the county building.

EMS – Rob Wakeley

1) Update on Staff, Department, Calls and Projects.

Chief Rob Wakeley presented updates on staff, the department, calls and projects.

2) Discussion/Decision Regarding Schweitzer Fire District Contract

Commissioner Nielsen made a motion to approve the master agreement between Bonner County and Schweitzer Fire District. Commissioner Rasor seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Priest Lake Contract

Commissioner Nielsen made a motion to approve the master agreement between Bonner County and Priest Lake. Commissioner Rasor seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Clark Fork Valley Ambulance Contract

Commissioner Nielsen made a motion to approve the master agreement between Bonner County and Clark Fork Valley Ambulance. Commissioner Rasor seconded the motion. All in favor. The motion passed.

5) Discussion/Decision Regarding Sagle Fire District Contract

Commissioner Nielsen made a motion to approve the master agreement between Bonner County and Sagle Fire District and noted the change in the fee from \$150, 000 to \$111,000. Commissioner Rasor seconded the motion. All in favor. The motion passed.

6) Discussion/Decision Regarding Newport Ambulance Service Contract

Commissioner Nielsen made a motion to approve the master agreement between Bonner County and Newport Ambulance Service. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Chief Wakeley mentioned he would like to have an Executive Session; Commissioners agreed it would need to wait until later in the meeting.

SHERIFF'S DEPARTMENT – Sheriff Daryl Wheeler

1) Discussion/Decision Regarding Bonner County Sheriff's Office OffenderWatch - Proposal

Commissioner Nielsen made a motion to approve the Bonner County Sheriff's Office OffenderWatch proposal and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

MISCELLANEOUS BUSINESS

1) Discussion/Decision Regarding Bonner County Courthouse Remodel Fire Sprinkler Engineering Basement/Balance of 1st Floor

Commissioner Rasor made a motion to approve the proposal for the fire sprinkler engineering of the basement and the balance of the 1st floor in the Courthouse for LCA No. 09003.04 in the amount of \$18,740.00 and allow the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

TREASURER – Cheryl Piehl

1) Discussion/Decision Regarding Renewal of Bonner County Bank Agreement

Commissioner Nielsen made a motion to approve the Bonner County bank agreement with Panhandle State Bank and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Renewal of EMS Bank Contract

Commissioner Nielsen made a motion to approve the renewal of Bonner County EMS bank agreement and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

BUILDINGS AND GROUNDS – Ed Buzbee

1) Discussion/Decision Regarding Invoice #91041 from CTA Inc., for Bonner County Jail ADA Assessment

Commissioner Rasor made a motion to approve Resolution #11-88 Treasury Appropriation, Justice Fund, Building and Grounds, appropriating \$5,000 for payment of the ADA compliance review and associated costs for 2010-2011. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Department 10 Funding

Commissioner Nielsen made a motion to approve Resolution #11-89 Treasury Appropriation, General Fund, Building and Grounds. Commissioner Rasor seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Request for Transfer of Funds

Commissioner Rasor made a motion to approve Resolution #11-90, Treasury Appropriation, General Fund, Building and Grounds, Fiscal Year 2010-2011. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

Commissioner Rasor moved to approve payment of invoice# 91041 from CTA Inc. for the Bonner County Jail ADA Assessment in the amount of \$1,937.82. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

MISCELLANEOUS BUSINESS CONTINUED

2) Discussion/Decision Regarding Acceptance of Additional Services from DCI Engineers for Bonner County Courthouse TI and Remodel Phase II

Commissioner Rasor made a motion to accept additional services from DCI Engineers for Bonner County Courthouse TI and remodel Phase II in the amount of \$11,500 and authorize the Chair to sign administratively. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding ES Engineering Invoice #781 for Priest River Airport, FAA/AIP 3-16-0058-003, ES Project #098

Commissioner Nielsen made a motion to approve ES Engineering invoice #781 for Priest River Airport, FAA/AIP 3-16-0058-003, ES Project #098 in the amount of \$3077.28 and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Blue Shirt Fridays in Support of America's Armed Forces - **Proclamation**

Commissioner Nielsen made a motion to approve the proclamation to make Bonner County Blue Shirt Fridays effective this Friday, September 30, 2011. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioners requested that this be sent out to all Bonner County employees.

5) Discussion/Decision Regarding Lease for Mountain West Bank Office Space

Commissioner Rasor made a motion to approve the lease agreement between Bonner County and Mountain West Bank. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

6) Discussion/Decision Regarding Computer Arts, Inc. Contract Addendums

Commissioner Nielsen made a motion to approve the contract addendum with Computer Arts, Inc. Commissioner Rasor seconded the motion. All in favor. The motion passed.

7) Discussion/Decision Regarding Print Management Assessment by OCE

Commissioner Rasor made a motion to approve allowing OCE to conduct a printer assessment for Bonner County. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

8) Discussion/Decision Regarding Printer Copier Purchases for Various Departments

Commissioner Nielsen made a motion to hold off on purchases until the assessment is complete with the exception of emergencies. Commissioner Rasor seconded the motion. All in favor. The motion passed.

The Board stated that department heads and elected officials would be notified of the decision to hold off on copier purchases.

9) Discussion/Decision Regarding Discussion/Decision Regarding Approval of Project Drawing and Proposal for Bonner County Courthouse

Commissioner Rasor made a motion to table this item. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

10) Discussion/Decision Regarding Payment for Claims in Batch #27

General Fund	\$	70,826.08
Road & Bridge	\$	62,444.22
Airport	\$	9,628.35
Elections	\$	622.42
Drug Court	\$	1,121.42
District Court	\$	15,320.72
Fair	\$	54.61
911 Fund	\$	12,855.16
Court Interlock	\$	773.00
Indigent & Charity	\$	27,834.04
Revaluation	\$	5,802.64
Solid Waste	\$	284,680.95

Torts	\$	1,887.65
Weeds	\$	23,494.12
Parks & Recreation	\$	305.91
Justice Fund	\$	121,680.26
Snowmobile Sandpoint	\$	22.07
Waterways	\$	6,267.52
Building and Construction	\$	5,734.75
Grants	\$	82,958.68
Drainage District	\$	935.00

Commissioner Rasor made a motion to approve payment for Bonner County claims in Batch #27. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

11) Discussion/Decision Regarding Payment for Claims EMS Batch #27

Ambulance District	\$	106,565.54
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Commissioner Rasor made a motion to approve payment for Bonner County claims EMS Batch #27. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

12) Discussion/Decision Regarding Bonner County Employee Wellness Program – **Resolution**

Commissioner Nielsen made a motion to approve Resolution #11-91 Bonner County Wellness Program. Commissioner Rasor seconded the motion. All in favor. The motion passed.

14) Discussion/Decision Regarding Letter of Appeal to the City of Sandpoint for a Portion of the Impact Fees for the Juvenile Detention Facility

Commissioner Rasor made a motion to approve letter of appeal to the City of Sandpoint for a portion of the impact fees. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

15) Discussion/Decision Regarding B to A Budget Transfer, Revaluation Fund, FY 2010-2011

Commissioner Nielsen made a motion to approve Resolution #11-92, B to A Budget Transfer, Revaluation Fund, FY 2010-2011. Commissioner Rasor seconded the motion. All in favor. The motion passed.

16) Miscellaneous Item #16 – Discussion/Decision Regarding Request for Reimbursement Construction Programs, FAA Grant #AIP 3-16-0058-003

Commissioner Nielsen made a motion to approve the FAA Grant #AIP 3-16-0058-003 / DOT# FA11NM-0029 in the amount of \$5,895 and allow the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

SANDPOINT AIRPORT – Chris Popov

1) Discussion/Decision Regarding JUB Contract

Commissioner Nielsen made a motion to approve the JUB contract and allow the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Vaisala Maintenance Agreement

Commissioner Nielsen made a motion to approve Vaisala Maintenance Agreement with the addition as recommended by the legal department to allow termination by Vaisala or the County and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Airport Layout Plan Revised to Conform to Requirements of FAA Corrective Action Plan

Commissioner Nielsen made a motion to approve the revised layout plan to conform to the requirements of the FAA and authorize the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioner Rasor moved to add the Discussion/Decision Regarding the airport manager position to the agenda due to the timeliness of the contract expiring September 30, 2011. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

911 DISPATCH – Marcus Robbins was not present

PERSONNEL – Pam Allen

1) Recruitment, New Hires, Change of Status.

Director Pam Allen presented a change of status, new hire form for 911 Dispatch.

Commissioner Rasor moved to approve the change of wage, completion of training for personnel of 911 Dispatch. Commissioner Nielsen seconded. All in favor. The motion passed.

2) Discussion/Decision Regarding Terrorism Risk Insurance Act Rejection of Full Coverage

Commissioner Nielsen made a motion to reject the Terrorism Risk Insurance of Full Coverage and allow the Chair to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 11:21 a.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code **§67-2345(B) Personnel/Wage and Salary Adjustments** with Pam Allen. Commissioner Nielsen seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 11:31 p.m. Commissioner Rasor made a motion to adjourn the Executive Session and reconvene the regular business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

Commissioner Rasor moved to approve the pay changes and status changes as provided by Personnel Director Pam Allen for the Sheriff, Public Defender and EMS. Commissioner Nielsen seconded. All in favor. The motion passed.

At 11:35 a.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code **§67-2345(B) Personnel/Performance Issues** with Pam Allen. Commissioner Nielsen seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 11:40 p.m. Commissioner Rasor made a motion to adjourn the Executive Session and reconvene the regular business meeting and to go back into Executive Session under Idaho Code §67-2345(B) **Personnel/Performance** with Pam Allen. Commissioner Nielsen seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 12:13 p.m. Commissioner Nielsen made a motion to adjourn the Executive Session and reconvene the regular business meeting and to take a short recess. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioner Nielsen made a motion to reconvene. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 12:15 p.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code §67-2345(A) **Hiring/Potential Hiring of an Airport Manager** with Chris Popov. Commissioner Nielsen seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed

At 12:20 p.m. Commissioner Nielsen made a motion to adjourn the Executive Session and reconvene the regular business meeting. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 12:33 p.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code §67-2345(B) **Personnel/Reorganization**. Commissioner Nielsen seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed

At 12:38 p.m. Commissioner Rasor made a motion to adjourn the Executive Session and reconvene the regular Session and adjourn the business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

On Wednesday, September 14, 2011, Treasurer Cheryl Piehl met with the Board to discuss the following files: **Approved:** RP59N01W32330AA; RP00440001012DA .

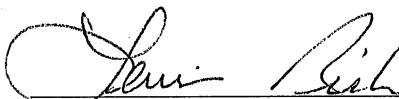
On Wednesday, September 14, 2011, Assistance Director Kevin Rothenberger met with the Board to discuss the following files: **Approved:** 2011-295 **Suspended:** 2011-273 **Denied:** 2011-275; 2011-277; 2011-293; 2011-294.

On Wednesday, September 23, 2011, Assistance Director Kevin Rothenberger met with the Board to discuss the following files: **Approved:** 2011-117; 2011-124; 2011-254; 2011-282. **Denied:** 2011-037; 2011-029; 2011-281; 2011-299.

On Monday, September 26, 2011 at 10:00 a.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) to receive updates from UI Extension Northern District.

On Tuesday, September 27, 2011 at 2:30 p.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) regarding the Priest Lake Thoroughfare.

ATTEST" Marie Scott, County Clerk



Lewis Rich, Chairman

By 

Deputy Clerk