

Bonner County

Board of Commissioners

Lewis Rich

Cornel Rasor

Mike Nielsen

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

November 8, 2011 - 8:45 AM

Bonner County Administration Bldg.

Third Floor Conference Room

1500 Hwy 2, Suite 308, Sandpoint, ID

On Tuesday, November 8, 2011 the Bonner County Commissioners met for their regularly scheduled meeting with all three Commissioners present.

CALL TO ORDER

Chairman Cornel Rasor called the meeting to order at 8:47 a.m.

INVOCATION

Barry Johnson from the New Song Bible Church presented the Invocation.

PLEDGE OF ALLEGIANCE

ADOPT ORDER OF THE AGENDA

Chairman Rasor advised of the following changes to the Agenda:

- 1) Change Solid Waste Item #3 – Discussion/Decision Regarding Fee Waiver Request for Building Location Permit for Solid Waste Department at East River Road Site.
- 2) Add Emergency Management Item #7 - Discussion/Decision/Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and Majestic View

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

MEETING UPDATES

Commissioner Rich: Commissioner Rich spoke of the fair meeting he attended.

Commissioner Nielsen: Commissioner Nielsen did not attend but provided updates for the Groomer Committee meeting.

Commissioner Rasor: Commissioner Rasor has a power point available from attending a meeting with Karl Dye on a U of I presentation; also provided updates from attended the Bonner County EMS Advisory meeting.

CONSENT AGENDA

- 1) Liquor Licenses (10): Wal-Mart Store #2485, Ponderay, ID; Super 1 Foods, Sandpoint, ID; King's Bar, Priest River, ID; Kelly's Vay Mart, Priest River, ID; Family Foods, Oldtown, ID; Sweet Lou's Restaurant & Bar, Hope, ID; Babe's One Stop, Ponderay, ID; Yoke's Food, Ponderay, ID; Pend Oreille Shores Resort, Hope, ID; Samuels Store, Sandpoint, ID.
- 2) Liquor Catering Permit: Trisha's Place, Hope, ID
- 3) Approval of Bonner County Commissioners' Minutes for 9/13/11

Commissioner Rich 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 general updates on staff, projects and departments noting that the new transfer station opens tomorrow at 7:00 a.m.

- 2) Discussion/Decision Regarding Letter to Waste Management of Fee Increase Agreement

Commissioner Nielsen made a motion to approve the revised letter to Waste Management noting the fee increase to \$47.98 per ton and authorize the Chair to sign administratively. Commissioner Rich seconded the motion. All in favor. The motion passed.

ROAD & BRIDGE – Ryan Luttmann

- 1) Updates on Staff, Road Districts and Projects.

Director Ryan Luttmann was not present and Leslie Marshall presented updates on staff, road districts and projects.

- 2) Discussion/Decision Regarding Certificate of Substantial Completion, Upper Pack River Road Maintenance Project

Commissioner Rich made a motion to accept the Certificate of Substantial Completion on all three certificates; Upper Pack River Road Management Project 20-10-006-500; West Lakeshore Road Maintenance Project 20-10-006-700; and Lightning Creek Road Maintenance Project 20-10-006-600. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

EMERGENCY MANAGEMENT – Bob Howard

- 1) Updates on Staff, Projects and Department.

Director Bob Howard provided updates for the Bonfire meeting and commented that the State of Idaho did not receive any funding for hazardous fuel treatments. The 2011 Homeland Security Grant program for 2011 will be \$80,000; which is less than last year.

- 2) Discussion/Decision Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and West Industries, Inc.

Commissioner Rich made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and West Industries, Inc. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 3) Discussion/Decision Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and 2M Services LLC.

Commissioner Rich made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and 2M Services LLC. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 4) Discussion/Decision Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and Superior Homes and Development.

Commissioner Rich made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and Superior Homes and Development. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 5) Discussion/Decision Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and Hester Forest Management.

Commissioner Nielsen made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and Hester Forest Management. Commissioner Rich seconded the motion. All in favor. The motion passed.

- 6) Discussion/Decision Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and Allan Flory Logging.

Commissioner Nielsen made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and Allan Flory Logging. Commissioner Rich seconded the motion. All in favor. The motion passed.

- 7) Discussion/Decision/Regarding Contract for Hazardous Fuels Treatment Wildfire Mitigation Activities Between Bonner County and Majestic View

Commissioner Nielsen made a motion to approve the contract for hazardous fuels treatment wildfire mitigation activities between Bonner County and Majestic View. Commissioner Rich seconded the motion. All in favor. The motion passed.

SANDPOINT AIRPORT – Jason Hauck

- 1) Discussion/Decision Regarding Landlord's Release and Consent

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

PLANNING & ZONING – Clare Marley

- 1) Discussion/Decision Regarding Fee Waiver Request for Building Location Permit for Solid Waste Department at East River Road Site

Commissioner Nielsen made a motion to waive the \$675 building location permit filing fee for the Bonner County Solid Waste application. Commissioner Rich seconded the motion. All in favor. The motion passed.

2) Department Updates

Director Clare Marley had an administrative plat for signature for the board and mentioned that there will not be a P&Z workshop on the 15th as staff will be out for training.

911 DISPATCH – Marcus Robbins

Marcus Robbins was not present however the Board discussed information provided on the agenda item.

1) Discussion/Decision Regarding the 2012 Idaho Emergency Communication Commission (IECC) Grant Program, Award Number 2012-0275-1

Commissioner Rich made a motion to receive the grant from the IECC, award number 2012-0275-1 as presented and allow the Chair to sign. Commissioner Nielsen seconded the motion. All in favor. The motion passed

MISCELLANEOUS BUSINESS

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

Commissioner Rich made a motion to approve the extension of the lease as provided by Mountain West Bank for use of office space. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Employee Time Allowance for Health/Wellness Workshops

Commissioner Nielsen made a motion to ratify employee time allowance for health/wellness workshops with the approval of their supervisor and to reevaluate these workshops within six months. Commissioner Rich seconded the motion. All in favor. The motion passed.

GIS – Dan Spinosa

1) Update on Mapping and Server Hardware

Dan Spinosa presented updates on mapping and server hardware touching base on the following:

- Proposed new hardware to Computer Arts; looking at new servers
- Looking at a web based mapping application – Silverlight
- Working on a back-up recovery plan; discussed possible off site back-up

Dan Spinosa requested to speak on other agenda item later in the day when Assessor, Jerry Clemons would be available, the Board agreed.

MISCELLANEOUS BUSINESS CONTINUED

8) Discussion/Decision Regarding Ormond Builders, Inc. Change Order No. 4 for Bonner County Juvenile Center

Commissioner Rich made a motion approve Ormond Builders, Inc. change order No. 4 for Bonner County Juvenile Center in the amount of \$51,980.00. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

JUSTICE SERVICES – Debbie Stallcup

- 1) Discussion/Decision Regarding Justice Services Department Operating Agreement

Commissioner Rich made a motion to approve the Justice Services Department Operating Agreement; noting the 8th day of November, period of one year; intention to withdraw must be set at 60 days in advance at the beginning of the fiscal year. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

EMS – Rob Wakeley

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

Rob Wakeley provided updates on staff, department, calls, and projects; and stated there have been revisions to the EMS website.

MISCELLANEOUS BUSINESS CONTINUED

- 3) Discussion/Decision Regarding Payment of Invoice to Ginno Construction Co, Invoice #7084 for Project 10-10, Bonner County Courthouse TI

Commissioner Rich made a motion to approve the Ginno Construction certificate invoice #7084 for payment in the amount of \$21,238.72. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

PERSONNEL – Pam Allen

- 1) Update on Staff, Human Resource and Risk Management Projects.

Director Pam Allen presented a change of status sheet for a Solid Waste employee; revised the change of status hire sheets to refer to Board acknowledgement and not approval. The Board commented that they would like to have both forms, approval for department heads and acknowledgement for elected officials.

Commissioner Rich made a motion to approve the change of status for Solid Waste. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding On-Line Health Risk Assessment Questionnaire

There was a lengthy discussion regarding the on-line health risk assessment questionnaire and no motion was made.

MISCELLANEOUS BUSINESS CONTINUED

- 4) Discussion/Decision Regarding CASA Attorney Contract with Margaret Williams

Commissioner Nielsen made a motion to approve the CASA Attorney Contract with Margaret Williams. Commissioner Rich seconded the motion. All in favor. The motion passed.

- 5) Discussion/Decision Regarding Public Defender First Level Conflicts Contract with Serra Woods

Commissioner Rich made a motion to approve the Public Defender First Level Conflicts Contract with Serra Woods. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 6) Discussion/Decision Regarding Public Defender Second Level Conflicts Contract Shared Between Margaret Williams and Brandie Rouse

Commissioner Nielsen made a motion to approve the Public Defender Second Level Conflicts Contract shared between Margaret Williams and Brandie Rouse. Commissioner Rich seconded the motion. All in favor. The motion passed.

- 7) Discussion/Decision Regarding Partial Right-of-Way Vacation of Hemlock Street and Birch Avenue, Priest River Airport Between Glahe & Associates, PLS and Bonner County

Commissioner Nielsen made a motion to approve the partial right-of-way vacation of Hemlock Street and Birch Avenue, Priest River Airport between Glahe & Associates, PLS and Bonner County in the amount of \$800 and authorize the Chair to sign. Commissioner Rich seconded the motion. All in favor. The motion passed.

- 9) Discussion/Decision Regarding Treasurer/Auditor Joint Quarterly Report

Commissioner Rich made a motion to accept the Treasurer/Auditor Joint Quarterly Report. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 10) Discussion/Decision Regarding Fiber Optic Connectivity at the Courthouse

Commissioner Nielsen made a motion to accept to install and finance the maintenance and operation of the fiber optics as presented in the email from John Peay, Director of District Court Services and Information for the Idaho Supreme Court. Commissioner Rich seconded the motion. All in favor. The motion passed.

At 10:41 a.m. Commissioner Rich made a motion to enter into an Executive Session under Idaho Code §67-2345(A) **Hiring** 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.

Commissioner Rich 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 Nielsen made a motion to direct the HR Director to revise the job description for the Technical Services Assistant as discussed and notify Personnel. Commissioner Rich seconded the motion. All in favor. The motion passed.

At 11:27 a.m. Commissioner Rich made a motion to reconvene the business meeting at 1:30 today. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

At 1:30 p.m. Commissioner Rich made a motion to reconvene the regular business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

GIS CONTINUED– Dan Spinosa

- 2) Discussion/Decision Regarding Parcel Mapping Phase II

Dan Spinosa of GIS and Jerry Clemens, Assessor discussed working on spatial referencing; making data convertible; ensuring the long term integrity of data as data progresses; GIS data validates other data and possibly create a separate line item for future budget.

3) Executive Session Regarding Personnel Policy under Idaho Code §67-2345 (B) Change of Status and Department

At 1:40 a.m. Commissioner Nielsen made a motion to enter into an Executive Session under Idaho Code §67-2345(B) Personnel/Change of Status with Jerry Clemens, and Dan Spinosa. Commissioner Rich seconded the motion. All in favor: Roll Call: Commissioner Nielsen, Yes; Commissioner Rasor, Aye; Commissioner Rich, Aye. The motion passed.

At 1:59 p.m. Commissioner Rich 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.

There being no further business to come before the meeting, at 2:00 p.m. Commissioner Rich made a motion to adjourn the business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

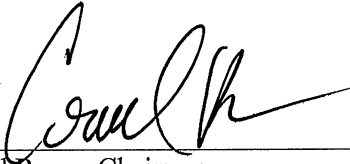
On Wednesday, November 2, 2011, Treasurer Cheryl Piehl met with the Board to discuss the following files: **Approved:** MH56N01W22460AA; RP55N02W050600A.

On Wednesday, November 2, 2011, Assistance Director Kevin Rothenberger met with the Board to discuss the following files: **Approved:** 2011-301; 2012-012. **Denied:** 2011-302.

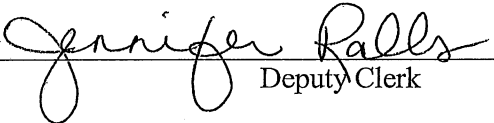
On Thursday, November 3, 2011 at 10:00 a.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) with Karl Dye regarding the University of Idaho.

On Monday, November 7, 2011 at 10:00 a.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) regarding the maintenance and operations of the phones.

ATTEST: Marie Scott, County Clerk



Cornel Rasor, Chairman

By  Deputy Clerk