



# Bonner County

---

## Board of Commissioners

Lewis Rich

Cornel Rasor

Mike Nielsen

### MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

May 31, 2011- 8:45 AM

Bonner County Administration Bldg.

Third Floor Conference Room

1500 Hwy 2, Suite 308, Sandpoint, ID

On Tuesday, May 31, 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

John Pomeroy from the Sandpoint Church of God presented the Invocation.

#### PLEDGE OF ALLEGIANCE

#### ADOPT ORDER OF THE AGENDA

Chairman Rich advised of the following changes to the Agenda:

1. **Road & Bridge:** Director Luttmann will be announcing the 2011 Geotextile Fabric and Culvert awards after his updates.
2. **Emergency Management:** Director Bob Howard will be including an update on the "No Wake Zone" issues with the flooding.
3. **Consent Agenda:** A Liquor License request has been received from the Loading Dock. The paperwork is on its way and the item will be signed off on once that paperwork and all licensing fees have been paid.

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 presented an update on the Aquatic Invasive Species Task Force Board meeting. The bottom barrier issue is out for public comment which could further effect the milfoil treatment this year; depending on the water levels and river flow there is a question whether there will be milfoil treatment this year; having school children participate in the Flowering Rush project proved an excellent tool which can be carried over to future projects. The Water Festival was a success;

Jim Brady stepped down as Chairman of the Task Force, John Monks is the new Chairman. The next meeting of the Board will be July 21, 2011.

Commissioner Razor also reported on the Panhandle Health meeting where the budget was unanimously approved; Bonner County's portion decreased a bit based on the data collected to set up the budget. There was a discussion about renting space at the St. Maries Panhandle Health building; there was a discussion regarding E-Cigarettes research which suggests these are not "Stop Smoking" tool as previously thought. Commissioner Razor will be attending the Idaho Association of Boards of Health next week where the topic of increasing cigarette tax to \$1.50 per pack will be under discussion along with further discussion/resolution regarding the electronic cigarettes. The next meeting is scheduled for August 25, 2011.

**Commissioner Nielsen:** Commissioner Nielsen attended the Aquatic Invasive Species Task Force Board meeting and gave an update on treatment of Corp property; divers will be working in Priest Lake this summer; boat inspections are all operational and they may treat at City Beach after Labor Day.

Commissioner Nielsen also reported on the Priest River Airport Board meeting where fence bids were discussed; the Board decided the bids were too high and they will do the work themselves. The Board declined the fuel truck offer; Corrie Esvelt-Siegford will present an update on the \$150,000/12.49 acre land acquisition.

#### **PUBLIC COMMENT**

There were no public comments.

#### **CONSENT AGENDA**

- 1) Approval of Bonner County Commissioners' Minutes of May 10, 2011 and May 17, 2011.
- 2) Liquor Licenses: The Loading Dock: Sandpoint

Commissioner Razor made a motion to approve Item 1 of the Consent Agenda. Item 2 will be approved upon receipt of the licensing paperwork later today. 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 an updates on staff, projects and departments as follows: Solid Waste: Recycle, site cleanup and hazmat are ongoing; TVs are being picked up from the various sites and brought to Colburn; site grading is going forward along with pushing the wood pile at Dickensheet. In the Weed Department, spraying has begun and treatment of some new invaders in the Bandy Road area has started. In Waterways, boat launches and bathrooms are being cleaned up; the ramp at Coolin is being repaired along with cleaning the drain pipes and they are mowing at Garfield and Bonner Park West.

#### **ROAD & BRIDGE – Ryan Luttmann**

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

Director Ryan Luttmann presented updates on Road Districts 1, 2 and 3 where graveling the roads is going forward along with placement of some MagCl, weather permitting; the Construction Crew is doing crack sealing on Dufort Road and grinding asphalt with road reclaimer on Baldy Mountain.

2) Discussion/Decision Regarding Award of 2011 Geotextile Fabric.

Three quotes were received for the fabric. Based on a review of the three quotes it is Director Luttmann's recommendation that the award for fabric quotes go to Arrow Construction Supply, Inc. in the amount of \$11,294.

Commissioner Razor made a motion that the 2011 Geotextile Fabric be awarded to Arrow Construction Supply, Inc. for the unit prices listed on the Quote Submittal Form for a total amount of \$11,294.00 and authorizes the Road & Bridge Director to move forward with the contract. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Award of 2011 Culvert.

Three quotes were received for the Award of the 2011 Culvert. Based on a review of the three quotes it is Director Luttmann's recommendation that the culvert contract be awarded to Roscoe Steel and Culvert in the amount of \$44,144.19.

Commissioner Razor made a motion to award the 2011 Culvert to Roscoe Steel and Culvert for the unit prices listed on the Quote Submittal Form for a total amount of \$44,144.19 and authorize the Road & Bridge Director to move forward with the contract. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

Bid openings for paving Baldy will be this Friday.

**EMERGENCY MANAGEMENT – Bob Howard**

1) Updates on Staff, Projects and Department.

Director Howard advised the Priest River Groomer site has been cleaned up and filled in and everything is clear; Mr. Howard presented the billing from the lab of \$480 for the testing; a letter will be forthcoming from DEQ of "No Further Action Required." The question of who is responsible for the billing was discussed and legal will review it and direct it to the appropriate entity.

Flood concerns near Albeni Falls have been reported so a detour plan has been developed and put in place if they have to close roads in that area.

Director Howard has spoken with Ron Korn regarding community plan/activities in the case of flooding and Mr. Korn suggested putting a flyer at the Pack River Store with Emergency Management contact information/e-mail address for reporting problems or answering questions. Currently, 30,000 sandbags have been picked up from the Corp of Engineers; the community is planning and preparing ahead of time for high water events.

Director Howard presented a resolution changing the "No Wake" designation from 200 to 500 feet for the Lake when it reaches 2062.6 (Action Stage) (2063.5 is Flood Stage); any other navigable water should be designated as No Wake Zones in their entirety.

The Board suggested clerical/additional language changes which Director Howard will make. The Resolution will be signed upon completion of the changes.

Commissioner Nielsen made a motion to approve Resolution 11-47, the "Flood Declaration" which will be signed administratively when modified. Commissioner Rasor seconded the motion confirming Priest Lake will be added to the Resolution and the clerical error resolved. All in favor. The motion passed.

Director Howard also reported the Governor of Idaho had declared a Disaster Declaration statewide for floods. Mr. Howard has prepared a Disaster Declaration for Bonner County so if/when it becomes time to enact, the paperwork is ready.

#### **PLANNING & ZONING – Clare Marley**

##### 1) Department Updates.

Director Marley presented a plat requiring an administrative signature for a lot line adjustment; Ms. Marley also presented department updates reporting building permits remain steady; the department is working on ordinance amendments regarding water issues.

#### **CONSENT AGENDA CONTINUED**

Chairman Rich advised the appropriate paperwork for the Loading Dock liquor license had been received.

Commissioner Nielsen made a motion to approve the Loading Dock liquor license. Commissioner Rasor seconded the motion. All in favor. The motion passed.

#### **MISCELLANEOUS ITEMS**

##### 1) Discussion/Decision Regarding Appointment of One Commissioner to be Point Person to Work with Auditors

Commissioner Rasor suggested that a resolution be prepared to appoint one Commissioner to work directly with the external auditors each budget year.

Commissioner Rasor made a motion to have a resolution drafted to establish the position of one Commissioner to work with the external auditors each budget year. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

#### **BUILDINGS & GROUNDS**

##### 1) Discussion/Decision Regarding Contract for Professional Services.

Director Ed Buzbee presented a Contract for Profession Services for Maria's Cleaning Service, Inc.

Commissioner Rasor made a motion to approve the Contract for Professional Services, updated per Buildings and Grounds and authorized the Chairman to sign. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

#### **MISCELLANEOUS CONTINUED**

##### 2) Discussion/Decision Regarding Payment of Claims Batch #19.

**Bonner County Claims Batch #19**

General Fund	49,979.88
Road and Bridge	331,852.50
Airport	2,884.13
Elections	20.07
Drug Court	689.18
District Court	9,654.94
Fair, County	21.67
911 Fund	9,064.77
Indigent and Charity	2,403.69
Junior College Tuition	800.00
Revaluation	13,815.70
Solid Waste	12,999.75
Weeds	270.19
Parks & Recreation	1,047.47
Justice Fund	61,795.28
Snowmobile – Priest Lake	5,728.50
Snowmobile – Sandpoint	943.94
Waterways	58.01
Building Construction	5,455.42
Grants	17,380.11
Translator District	50.66

Commissioner Nielsen made a motion to approve Claims Batch #19. Commissioner Rasor seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Payment of EMS Claims Batch # 19

**EMS Claims Batch #19**

Ambulance District     \$48,717.78.

Commissioner Nielsen made a motion to approve EMS Claims Batch #19. Commissioner Rasor seconded the motion. All in favor. The motion passed.

**SHERIFF'S DEPARTMENT**

1) Discussion/Decision Regarding Proposed Agreement for Shooting Range.

Sheriff Daryl Wheeler reviewed the agreement to temporarily use a gravel pit with several hundred acres of private property for a training opportunity; Jay White from Clark Fork asked that a Hold Harmless Agreement be prepared for the use of the property. There is no charge for utilizing this property and the use of this property will be strictly limited to law enforcement personnel.

Commissioner Nielsen made a motion to approve the agreement between Bonner County and Jay White for the Sheriff's shooting range. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Sheriff Wheeler also advised his fuel budget, based on the price of fuel when the budget was prepared, projected an overage; the overage should be covered by the "A" budget. The Commissioners agreed this would be a County-wide issue due to the rising fuel prices.

#### **EMS – Rob Wakeley**

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

No updates were presented.

- 2) Discussion/Decision Regarding Alarm Services Contract with Lakeside Security Systems, Inc.

Chief Wakeley confirmed that the department/service provider called in case of an alarm depends on the nature of the alarm call. Chief Wakeley and the Board also discussed false alarm issues.

Commissioner Nielsen made a motion to approve the ADP Emergency Monitoring Contact Contract in the amount of \$2,136, with a monthly rate of \$27.99 and authorize the Chairman to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Chief Wakeley requested an Executive Session under Idaho Code §67-2345(B) **Personnel** for two items and one session under Idaho Code §67-2345(F) **Litigation** which were held at the conclusion of the agenda items.

#### **GIS**

- 1) Update on Mapping and Projects.

Dan Spinosa presented an update on the move which is almost complete. Network connections are being worked out; databases are being consolidated. Mr. Spinosa reported there are a number of changes to data access to make the information accessible more quickly. Server issues are being addressed with DELL and there was a discussion regarding off-site storage for GIS data.

#### **911 DISPATCH – Marcus Robbins**

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

Director Marcus Robbins advised the log-in rental recorder failed; the telephone work at the courthouse is scheduled to be done on June 3, 2011.

Commissioner Rich asked for an update on the Schweitzer repeater incident and Director Robbins advised the repeater was never off the air; all agency heads were notified via telephone call not to use repeater, because its reliability was in question. There were other repeaters available for use. A "trouble report" was never received for this incident; although action was still taken.

#### **PRIEST RIVER AIRPORT**

- 1) Discussion/Decision Regarding 12.5 Acre Purchase Sale Agreement.

Corrie Esvelt-Siegford from ES Engineering reported that the Property Appraisal and the Review Appraisal for the 12.5 acre land acquisition came back at \$150,880, rounded to \$150,000. This was the

recommended offer amount based on the reviews. A Land Sale Agreement was prepared by Dale Pyne and reviewed by Bonner County legal; the offer letter and agreement were ready for processing.

Commissioner Nielsen made a motion to approve the decision regarding the 12.5 acre Land Sale Agreement in the amount of \$150,000 to be offered to the City of Priest River and authorize it to be signed administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

**PERSONNEL – Pam Allen**

- 1) Recruitment, New Hires, Change of Status.

Director Pam Allen presented a new hire sheet for Bonner County EMS for an on-call hire.

Commissioner Nielsen made a motion to approve the new hire sheet. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Approval of Intern, Marcus Budig, Commissioner's Office.

Pam Allen advised that Mr. Budig is working with Commissioner Nielsen on a financial analysis. Ms. Allen will prepare a letter to ICRMP regarding internships, to be approved by legal, to be signed administratively.

Commissioner Nielsen made a motion to approve the internship for Marcus Budig and the agreement, pending the corrections from HR, and authorize it to be signed administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

**EMS EXECUTIVE SESSION**

At 10:08 a.m. Commissioner Rasor made a motion to enter into Executive Session under Idaho Code §67-2345(B) Personnel with Chief Rob Wakeley of EMS. Commissioner Nielsen seconded the motion. All in favor. Roll Call: Commissioner Nielsen, Aye; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 10:10 a.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.

As a result of the Executive Session:

Commissioner Rasor moved to approve the 50% accrued payout of PTO by Chief Robert Wakeley. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

Commissioner Nielsen made a motion to approve a pay increase, due to a change in certification level to EMT A for Cody Lyle. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 10:13 a.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code §67-2345(A) Contracting/Hiring with EMS Chief Rob Wakeley. Commissioner Nielsen seconded the motion. All in favor. Roll call: Commissioner Rich, Aye; Commissioner Rasor, Aye; Commissioner Nielsen, Aye. The motion passed.

At 10:35 a.m. Commissioner Nielsen made a motion to adjourn the Executive Session. Commissioner Rasor seconded the motion. All in favor. The motion passed.

**MISCELLANEOUS BUSINESS**

- 4) Discussion/Decision Regarding Payment of Invoice #0004049 for LCA for work at Bonner County Courthouse.

Commissioner Rasor made a motion to approve Invoice #0004049. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 5) Discussion/Decision Regarding Certificate for Payment of Invoice #7016 for Ginno's Construction  
Bonner County Courthouse Tenant Improvements

Commissioner Rasor made a motion to approve the Certificate for Payment of Invoice #7016 for Ginno's Construction, Bonner County Courthouse Tenant Improvements in the amount of \$7,375.26. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 6) Discussion/Decision Regarding Certificate for Payment, Invoice #7017 for Ginno Construction for Bonner County Administration Building Remodel.

Commissioner Nielsen made a motion to approve Certificate for Payment for Ginno Construction, Invoice No. 7017 in the amount of \$116,437.69, for the Bonner County Administration Building Remodel. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 7) Discussion/Decision Regarding Change Order Request #3 for Bonner County Admin. Bldg. /First Floor Remodel.

Commissioner Nielsen made a motion to approve Change Order #3 to LCA in the amount of \$18,384, and authorize the Chairman to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 8) Discussion/Decision Regarding Change Order/Mobile Cabinet for 1<sup>st</sup> Floor Administration Bldg.

Commissioner Nielsen made a motion to approve the mobile cabinet, as discussed. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 9) Discussion/Decision Regarding Appointments to the Property Rights Council.

Commissioner Rasor made a motion to approve Resolution 11-48 assigning as members to the Property Rights Council Tom Clark, Tom Cleveland, Sage Dixon, Don Smith, Harold Hilton, Susan Faye and Roger Daar, with the first alternate as Louis Kins. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 10) Discussion/Decision Regarding Destruction of Records for Office of the Bonner County Clerk – Resolution

Commissioner Rasor made a motion to approve Resolution No. 11-49, Destruction of Semi-Permanent Records from the Bonner County Clerk's office pending correction of the spelling of Commissioner Nielsen's name. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

At 10:35 a.m. Commissioner Rasor made a motion to adjourn the regular business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

On Wednesday, May 25, 2011, Treasurer Cheryl Piehl met with the Board to discuss the following files: **Approved:** PPTEMP20070010A (2010), RP004020070180A (2010) RP045110010110A (2010), RP045110010120A (2010), RPR00000276000A (2010-Yield), RPE730500B0010A (2008-2010), RP54N04W074650A (2010-Yield), RPS0267002000CA (2010), RP002980000180A (2010), PPTEMP20070040A (2010) and MH54N03W34600a (2011). **Denied:** TP098000002326A (2010).

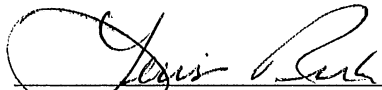
On Wednesday, May 25, 2011, Assistance Director Kevin Rothenberger met with the Board to discuss the following files: **Approved:** 2011-073 AND 2011-219. **Denied:** 2011-188.

On Thursday, May 26, 2011 at 4:30 p.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) regarding the Bonner County Courthouse Abatement.

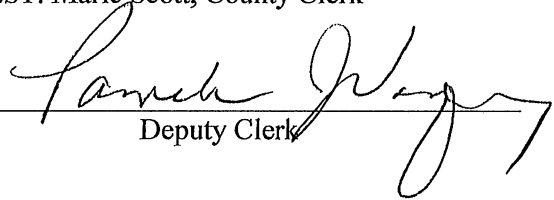
On Friday, May 27, 2011, at 8:00 a.m. an Executive Session was held pursuant to Idaho Code §67-2345 (1) (a) regarding RFP Interviews with insurance brokers.

On Tuesday, May 31, 2011 at 1:30 p.m. an Executive Session was held pursuant to Idaho Code §67-2345 (1) (a) regarding RFP interviews with insurance brokers.

ATTEST: Marie Scott, County Clerk

  
\_\_\_\_\_  
Lewis Rich, Chairman

By

  
\_\_\_\_\_  
Deputy Clerk