



Bonner County

Board of Commissioners

Glen Bailey

Daniel McDonald

Jeff Connolly

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

October 3, 2017 – 9:00 A.M.

Bonner County Administration Building
1500 Hwy 2, Suite 338, Sandpoint, ID

On Tuesday, October 3, 2017 the Bonner County Commissioners met for their regularly scheduled meeting with all two Commissioners present, Dan McDonald excused. Chairman Bailey called the meeting to order at 9:00 a.m. The Invocation was presented by Pastor Jerry Favor of Victory Baptist Church and the Pledge of Allegiance followed.

ADOPT ORDER OF THE AGENDA

*Add Clerk Item #4: Discussion/Decision Regarding Annual Renewal of CAI Contract;
\$42,015.39*

Remove Human Resources Item #1: Discussion/Decision Regarding Personnel Policy Change - Risk Management

Remove Sheriff's Office Item #1: 1) Discussion/Decision Regarding Kootenai Tribe of Idaho Inmate Housing Agreement

Commissioner Connolly made a motion to Add Clerk Item #4: Discussion/Decision Regarding Annual Renewal of CAI Contract; \$42,015.39 and remove Human Resources Item #1: Discussion/Decision Regarding Personnel Policy Change - Risk Management and Remove Sheriff's Office Item #1: Discussion/Decision Regarding Kootenai Tribe of Idaho Inmate Housing Agreement . Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

Commissioner Connolly made a motion to approve the order of the agenda as amended. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

PUBLIC COMMENT – None

CONSENT AGENDA

- 1) Bonner County Commissioners' Minutes for September 19, 2017
- 2) Expenditures over \$5,000: Solid Waste, GIS, Road & Bridge
- 3) Final Plat, Levande Vild, File #MLD1915-17

Commissioner Bailey stepped down from the Chair and moved to approve the Consent Agenda as presented. Commissioner Connolly seconded the motion. All in favor. The motion passed.

CLERK – Michael Rosedale

- 1) Discussion/Decision Regarding Designation of Polling Places by Precinct, 11/7/17 Election; **Resolution**

Commissioner Connolly made a motion to approve Resolution #17-90 designating suitable polling places for each precinct for the November 7, 2017 election. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Payment of Claims in FY17 Batch #25 - \$1,126,202.23 and Demands in FY17 Batch #25 - \$1,046,829.05; \$2,173,031.28

| Claims Batch #25 | |
|-------------------------|-----------------|
| General Fund | \$ 382,174.04 |
| Road & Bridge | \$ 244,431.34 |
| Airport | \$ 41,617.22 |
| Elections | \$ 65.23 |
| Drug Court | \$ 8,469.70 |
| District Court | \$ 26,398.90 |
| 911 Fund | \$ 86,833.68 |
| Court Interlock Devices | \$ 195.00 |
| Indigent and Charity | \$ 7,918.06 |
| Revaluation | \$ 1,629.71 |
| Solid Waste | \$ 74,972.77 |
| Tort | \$ 17,551.10 |
| Weeds | \$ 15,465.37 |
| Parks and Recreation | \$ 352.04 |
| Highway Special State | \$ 834.75 |
| Justice Fund | \$ 161,843.78 |
| Snow Groomers | \$ 113.15 |
| Waterways | \$ 10,484.82 |
| Grants | \$ 44,851.57 |
| Total | \$ 1,126,202.23 |

| Claims Batch #25 | |
|------------------|-----------------|
| Demands | \$ 1,046,829.05 |

Commissioner Bailey Stepped down from the Chair and made a motion to approve payment of the FY17 Claims in Batch #25 \$1,126,202.23 & Demands Batch #25 \$1,046,829.05 totaling \$2,173,031.28. Commissioner Connolly seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Payment of EMS Claims in FY17 Batch #25 - \$40,604.46 and EMS Demands in Batch #25 - \$6,265.24; \$46,869.70

| EMS Claims Batch #25 | |
|----------------------|--------------|
| Ambulance District | \$ 40,604.46 |

| | |
|----------------------|-------------|
| EMS Claims Batch #25 | |
| Demands | \$ 6,265.24 |

Commissioner Connolly made a motion to approve payment of FY17 EMS Claims Batch #25 \$40,604.46 and Demands \$6,265.24 in Batch #25 totaling \$46,869.70. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Annual Renewal of CAI Contract; **\$42,015.39**
 Commissioner Bailey stepped down from the Chair and made a motion to approve the Computer Arts contract for 2018 fiscal year and allow the Chairman to sign the renewal administratively. Commissioner Connolly seconded the motion. All in favor. The motion passed.

GIS – Roxanne Smestad

1) Discussion/Decision Regarding Renewal of ESRI’s ArcGIS Enterprise Software;
\$35,000

Commissioner Bailey stepped down from the Chair and made a motion to approve the renewal of the ESRI Enterprise Software agreement and authorize the disbursement of funds of \$35,000.00 for the yearly renewal. Commissioner Connolly seconded the motion. All in favor. The motion passed.

JUSTICE SERVICES – Ron Stultz

1) Discussion/Decision Regarding Juvenile Detention Agreement Between Lincoln County, Montana and Bonner County

Commissioner Connolly made a motion to approve the Juvenile Detention Agreement between Lincoln County, Montana and Bonner County, Idaho. This agreement sets forth the conditions under which Bonner County will house juveniles under the jurisdiction of Lincoln County, Montana. The term of Agreement is for a period of one (1) year, ending September 30, 2018. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Northern States Pest Control, Pest Management Contract FY2017-2018; **\$780.00**

Commissioner Bailey stepped down from the Chair and made a motion to approve the Northern States Pest Control pest management contract for FY 2017-2018 for the term of one (1) year, September 1, 2017 to August 31, 2018, whereby Northern States Pest Control agrees to perform quarterly spraying at the Bonner County Justice Services building at a cost of \$780.00, as approved by legal. Commissioner Connolly seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Memorandum of Understanding Between Canyon County and Bonner County, Assignment of Steve Jett to Conduct PREA Audit;
\$56.25/Hour, No More than \$450.00/Day

Commissioner Connolly made a motion to approve the Memorandum of Understanding between Canyon County and Bonner County for the assignment of Steve Jett to conduct PREA Audit. This agreement sets forth the conditions under which Steve Jett will conduct a PREA audit for Bonner County at the Bonner County Juvenile Detention Center during the 2017-2018 fiscal year pursuant to the Prison Rape Elimination Act’s National Standards as codified at 28 CFR 115 as set forth under Exhibit “A” and “B” to the Agreement and has been approved by legal.

Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

SOLID WASTE – Bob Howard

- 1) Discussion/Decision Regarding Ratification of the Approved Change Order for Earthworks Northwest, Contract Decrease; **\$814.00**

Commissioner Bailey stepped down from the Chair and made a motion to approve the ratification of the approval of the change order from Earthworks Northwest for the Dufort Transfer site and decrease the contract amount from \$573,000.00 to \$572,186.00 for a difference of \$814.00. Commissioner Connolly seconded the motion. All in favor. The motion passed.

HUMAN RESOURCES – Cindy Binkerd

- 1) Discussion/Decision Regarding Personnel Policy Change – Benefits

Commissioner Connolly made a motion to approve the revision to the Bonner County Personnel Policy Manual, adding the following policy language:

“B. COVERAGE EFFECTIVE

1. New employees hired the 1st-15th of the month, benefit effective date will be 1st of the month following date of hire.
2. New employees hired 16th-30th of the month, benefit effective date will be 1st of the month following 30 days from date of hire.
3. Current Employees moving to a benefit eligible position will have benefits effective first of the month following the change in status.

Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Personnel Policy Change - Probationary Period

Commissioner Bailey stepped down from the Chair and made a motion to approve the revision to the Bonner County Personnel Policy Manual eliminating any and all policy language referencing probationary period. Commissioner Connolly seconded the motion. All in favor. The motion passed.

PLANNING – Milton Ollerton

- 1) Discussion/Decision Regarding Request for Fee Waiver, Bonner County Solid Waste; **\$850.00**

Commissioner Connolly made a motion to waive 100% of the conditional use permit, and stormwater plan filing fees for Bonner County Public Works Solid Waste Department for a total of \$850.00, with the Bonner County Public Works Solid Waste Department reimbursing the Planning Department for actual costs related to legal notices and engineering review.

Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

AIRPORT – James Kaiser

- 1) Discussion/Decision Regarding Taxilane Repaving Project, Interstate Concrete Contract & Notice to Proceed; **\$158,225.00**

Commissioner Bailey stepped down from the Chair and made a motion to approve the Sandpoint Airport taxilane re-paving project contract with Interstate Concrete in the amount of \$158,225.00 and to issue the Notice to Proceed. Commissioner Connolly seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Priest River Airport Avista Electric Service Extension

Agreement; \$5,750.00

Commissioner Connolly made a motion to approve the Avista Electric Service Agreement in the amount of \$5,750.00 for the Priest River Airport Snow Removal Equipment Shed. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

FACILITIES & RECREATION – Steve Klatt

- 1) Discussion/Decision Regarding Award of Courthouse Holding Cell Remodel Project to Northcon, Inc.: \$391,832.00

Commissioner Bailey stepped down from the Chair and made a motion to award the Courthouse Holding Cell Remodel project to Northcon Inc. and accept the AIA Standard Short Form of Agreement between Bonner County and Northcon Inc. in the amount of \$391,832.00. The remodel will be funded from 3410 and work is scheduled to begin on September 29, 2017. I further authorize the Chairman to sign the agreement administratively. Commissioner Connolly seconded the motion. All in favor. The motion passed.

ROAD & BRIDGE – Steve Klatt, Interim Director

- 1) Discussion/Decision Regarding Approval of Columbia Bank Municipal Lease Purchase Agreement for One John Deere 772G Grader; \$256,428.24, **Resolution**

Commissioner Connolly made a motion to approve the Columbia State Bank Municipal Lease Purchase Agreement and Resolution #17-91 for the lease purchase of one 2017 John Deere 772G Motor Grader for a period of five years at 2.35% with a guaranteed buy back from Pape Machinery for a total lease purchase amount including interest of \$256,428.24 and to approve the Chairman of the Board of County Commissioners to sign the agreement administratively. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

MISCELLANEOUS –

- 1) Discussion/Decision Regarding Appointment of Members to Priest Lake Translator District; **Resolution**

Commissioner Bailey stepped down from the Chair and made a motion to approve Resolution # 17 – 92 appointing Brent Guyer to the Priest Lake Translator District Board to complete the three year term ending on December 29, 2019. Commissioner Connolly seconded the motion. All in favor. The motion passed.

Commissioner Bailey recessed the meeting at 10:01 a.m.

Commissioner Bailey reconvened the meeting at 10:06 a.m.

EXECUTIVE SESSION – Solid Waste

Executive Session under Idaho Code § 74-206 (1) (B) Personnel – Bob Howard & Cindy Binkerd

Discussion/Decision Regarding Change in Operating Hours for Garfield Bay Transfer Site; Resolution

At 10:06 a.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (B) Personnel with Bob Howard and Cindy Binkerd. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 10:15 a.m.

Commissioner Connolly made a motion to approve Resolution #17-93 Garfield Bay Hours of Operations revision. This Resolution approves changing the hours of operations at the Garfield Bay transfer site as follows: Memorial Day through Labor Day 7:00 a.m. until 5:00 p.m., 7 days per week and Labor Day through Memorial Day hours of operations shall be Friday through Monday 7:00 a.m. to 5:00 p.m. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

EXECUTIVE SESSION – Assessor’s Office

Executive Session under Idaho Code § 74-206 (1) (A) Hiring – Jerry Clemons & Cindy Binkerd

At 10:16 a.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (a) Hiring with Jerry Clemons, Al Ribeiro and Cindy Binkerd. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 10:20 a.m.

EXECUTIVE SESSION – Planning & Bill Wilson

Executive Session under Idaho Code § 74-206 (1) (F) Litigation – Milton Ollerton and Bill Wilson

At 10:20 a.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (f) Litigation with Milton Ollerton & Bill Wilson. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 10:44 a.m.

EXECUTIVE SESSION – Road & Bridge and Human Resources

Executive Session under Idaho Code § 74-206 (1) (B) Personnel – Steve Klatt & Cindy Binkerd

At 10:45 a.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (b) Personnel with Steve Klatt & Cindy Binkerd. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 11:20 a.m.

EXECUTIVE SESSION – Human Resources @11:00

Executive Session under Idaho Code § 74-206 (1) (B) Personnel – Cindy Binkerd

At 11:20 a.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (b) Personnel with Cindy Binkerd. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 11:30 a.m.

Commissioner Connolly made a motion to amend the agenda to add a discussion/decision regarding ES personnel. Commissioner Bailey stepped down from the Chair and seconded the motion. All in favor. The motion passed.

Commissioner Connolly made a motion to approve the informal decision made in Executive Session today. Commissioner Bailey seconded the motion. All in favor. The motion passed.

Commissioner Bailey recessed the meeting at 11:30 a.m. until a time to be determined later today, 10/03/17, to reconsider Airport Item #1

Commissioner Bailey reconvened the meeting at 1:00 p.m. to reconsider:

Airport Item #1

- 1) Discussion/Decision Regarding Taxilane Repaving Project, Interstate Concrete Contract & Notice to Proceed; \$158,225.00

After a lengthy discussion Commissioner Bailey recommended going into Executive Session under personnel.

At 1:21 p.m. Commissioner Connolly moved to enter into Executive Session under Idaho Code § 74-206 (1) (b) Personnel with Mike Rosedale, Scott Bauer, Jim Kaiser. Commissioner Bailey stepped down from the Chair and seconded the motion. Roll Call Vote: Commissioner Bailey – Yes, Commissioner Connolly – Yes. All in favor. The motion passed.

Commissioner Bailey reconvened the meeting at 1:40 p.m.

After a brief discussion with Mike Rosedale, Scott Bauer, and Jim Kaiser the Airport Director Jim Kaiser was directed to complete a Budget Adjustment Resolution and present it to the BOCC.

At 1:40 p.m. with no further business to come before the Board, Chairman Bailey adjourned the meeting.

The following is a summary of the Board of County Commissioners
Special Meetings, (including Tax Cancellations, Assistance Meetings/Admin and other)
Executive Sessions, Emergency Meetings and Hearings held during the week of September 19,
2017 – October 3, 2017

Copies of the complete meeting minutes are available upon request.

On Wednesday, September 20, 2017 Treasurer Cheryl Piehl met with the Board to discuss the following files: RP58N01W041500A, TP098000002386A

On Wednesday, September 20, 2017 Assistance Director Kevin Rothenberger to discuss the following files: Approved 2017 – 064, Denied 2017 – 056

On Wednesday, September 20, 2017 a Tax Deed Auction was held pursuant to §74-204(2).

On Thursday, September 21, 2017 a Special Meeting was held to Award the Courthouse Detention Remodel Project pursuant to §74-204(2). Commissioner McDonald made a motion to approve the Notice of Intent to Award the courthouse holding cells remodel to Northcon, Inc. Commissioner Connolly seconded the motion. All in favor. The motion passed.

On Thursday, September 21, 2017 a meeting with Hecla Mining was held pursuant to §74-204(2).

On Thursday, September 21, 2017 an Executive Session with Risk Management was held pursuant to §74-204(2).

On Thursday, September 21, 2017 an Executive Session re: Hiring was held pursuant to §74-204(2).

On Tuesday, September 26, 2017 a Special Meeting regarding Hiring, General Liability Insurance was held to §74-204(2). Commissioner Connolly made a motion to postpone this Discussion/Decision until Friday at 1:00 p.m. Commissioner Bailey seconded the motion. There was a lengthy discussion amongst the Board regarding further information brought forward regarding ICRMP. Commissioner Connolly moved to vacate the previous motion, seconded by Commissioner Bailey. All in favor. The motion passed. Commissioner Bailey made a motion to approve the contract with Argonaut Insurance Company to provide Risk Management Liability Insurance for Bonner County for the period of October 1, 2017 through September 30, 2018 for the amount of \$532,496.00, and authorize Commissioner McDonald to sign on behalf of the BOCC. Commissioner Connolly seconded the motion. All in favor. The motion passed.



Glen Bailey, Chairman

10/10/17

Date

ATTEST: Michael W. Rosedale

By 

Deputy Clerk