



Bonner County

Board of Commissioners

Dan McDonald

Steve Bradshaw

Jeff Connolly

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

October 4, 2022 – 9:00 A.M.

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

On Tuesday, October 4, 2022, the Bonner County Commissioners met for their regularly scheduled meeting with Commissioners McDonald, Connolly & Bradshaw present. Commissioner McDonald called the meeting to order at 9:00 a.m. The Invocation was presented by Jon Pomeroy and the Pledge of Allegiance followed.

ADOPT ORDER OF THE AGENDA

Commissioner Connolly made a motion to REMOVE Treasurer Item #1 Action Item: Discussion/Decision Regarding Transfer of Excess Sale Proceeds to State Treasurer; Resolution. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

Commissioner Connolly made a motion to adopt the order of agenda as amended. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

PUBLIC COMMENT – None.

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes for September 20, 2022
- 2) Invoice Over \$5K: Courthouse
- 3) Plats for Approval: Southside Reservoir File #MLD0049-22, Wuollet Subdivision File #MLD0066-22, Winsor Estates File #MLD0067-22, Lane's Acres File #MLD0082-22

Commissioner Bradshaw made a motion to approve the Consent Agenda as presented. Commissioner Connolly seconded the motion. All in favor. The motion passed.

CLERK – Michael Rosedale

- 1) Action Item: Discussion/Decision Regarding FY22 Claims Batch #26 \$1,411,097.27 & Demands in Batch #26 \$1,042,269.22; **Totaling \$2,453,366.49**

Claims Batch #26	
General Fund	\$ 283,852.02
Road & Bridge	\$ 308,981.08
Airport	\$ 433.73
Elections	\$ 6,968.60
Probation Services	\$ 2,700.30
911 Fund	\$ 121,151.28
Indigent and Charity	\$ 1,175.00

Junior College Tuition	\$	500.00
Revaluation	\$	1,217.84
Solid Waste	\$	8,359.16
Tort	\$	4,368.00
Weeds	\$	4,035.25
Justice Fund	\$	121,176.07
Waterways	\$	182.82
Grants	\$	543,972.22
Auditors Trust	\$	2,023.90
Total	\$	1,411,097.27

Claims Batch #26		
Demands	\$	1,042,269.22

Commissioner Connolly made a motion to approve payment of the FY22 Claims and Demands in Batch #26 Totaling \$2,453,366.49. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

2) Action Item: Discussion/Decision Regarding FY22 EMS Claims Batch #26 \$16,807.22; **Totaling \$16,807.22**

EMS Claims Batch #26		
Ambulance District	\$	16,807.22

Commissioner Bradshaw made a motion to approve payment of the FY22 EMS Claims in Batch #26 Totaling \$16,807.22. Commissioner Connolly seconded the motion. All in favor. The motion passed.

VETERAN SERVICES – Bryan Hult

1) Action Item: Discussion/Decision Regarding Operation Green Light; **Proclamation**
Commissioner Connolly made a motion to declare October through Veteran’s Day a time to salute and honor the sacrifice of our men and women transitioning from active service by participating in Operation Green Light. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

EMS – Jeff Lindsey

1) Action Item: Discussion/Decision Regarding Purchase, Ambulance Computer and Mount; **\$21,888.44**
Commissioner Bradshaw made a motion to approve the Getac quote in the amount of \$21,888.44 for ambulance computer and mount. Commissioner Connolly seconded the motion. All in favor. The motion passed.

2) Action Item: Discussion/Decision Regarding Agreement, Medical Director; **\$3,780.00 Monthly**
Commissioner Connolly made a motion to approve and sign the Medical Director Agreement between Dr. Ronald Jenkins and Bonner County EMS for the 2023 fiscal year. This contract commences October 1, 2022, and will remain effective for one year. The cost of this contract is \$45,360.00 which will be paid in monthly installments of \$3,780.00. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

3) Action Item: Discussion/Decision Regarding Agreements, Medical Transport; **\$11,288.43 Monthly**
Commissioner Bradshaw made a motion to approve and sign the contracts for the provision of emergency and non-emergency medical transport services in Bonner County with Schweitzer Fire District, Clark Fork Valley Ambulance, Priest Lake EMTs and Kootenai City Emergency Medical Services Systems commencing October 1, 2022. The total cost of these contracts will be \$135,461.00 for the fiscal year and will be paid in installments of

\$11,288.43. Commissioner Connolly seconded the motion. All in favor. The motion passed.

4) Action Item: Discussion/Decision Regarding Agreements, Medical Director Consent & Dispatch
Commissioner Connolly made a motion to approve the medical director consent and dispatch agreement for all the fire protection districts who wish to be considered collaborative agencies with Bonner County during the fiscal year of 2023. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

5) Action Item: Discussion/Decision Regarding Commercial Lease Agreement, 521 N. Third Ave. Sandpoint, ID; **\$6,668.78 Monthly**

Commissioner Bradshaw made a motion to approve and sign the commercial lease agreement for 521 N. Third Ave. Sandpoint, ID 83864. A one-year lease agreement between Third Ave, LLC and Bonner County at a rate of \$6,668.78 per month for the building in which Bonner County EMS Currently resides. Commissioner Connolly seconded the motion. All in favor. The motion passed.

JUSTICE SERVICES – Ron Stultz

1) Action Item: Discussion/Decision Regarding Records Destruction, Juvenile Detention Facility Records, 2019-2020; **Resolution**

Commissioner Connolly made a motion to approve Resolution #2022-78 ordering the destruction of juvenile resident “temporary records”, as described above, held by the Bonner County Juvenile Detention Center for residents with birthdates ranging from January 1, 1999 to December 31, 2001, pursuant to Idaho Code Section 31-871(c), as approved by legal. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

2) Action Item: Discussion/Decision Regarding Agreement Between Lincoln County, Montana and Bonner County, Idaho

Commissioner Bradshaw made a motion to approve the Juvenile Detention Agreement for housing juveniles under the jurisdiction of Lincoln County. The term of the Agreement is for a period of two (2) years, ending September 30, 2024. Commissioner Connolly seconded the motion. All in favor. The motion passed.

3) Action Item: Discussion/Decision Regarding Agreement Between Boundary County, Idaho and Bonner County, Idaho

Commissioner Connolly made a motion to approve the Juvenile Detention Agreement for housing juveniles under the jurisdiction of Boundary County. The term of the Agreement is for a period of two (2) years, ending September 30, 2024. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

REMOVE TREASURER – Clorrisa Koster

1) Action Item: Discussion/Decision Regarding Transfer of Excess Sale Proceeds to State Treasurer; **Resolution**

PUBLIC DEFENDER – Susie Jensen

1) Action Item: Discussion/Decision Regarding 2022-2023 Court Appointed Special Advocate Contract, Margaret Williams

Commissioner Bradshaw made a motion to approve the Court Appointed Special Advocate (CASA) 2022-2023 Contract for Margaret Williams. Commissioner Connolly seconded the motion. All in favor. The motion passed.

SOLID WASTE – Bob Howard

1) Action Item: Discussion/Decision Regarding Bid Award, Wood Grinding; **\$52.00 per Ton**

Commissioner Connolly made a motion to award Cannon Hills the contract for the grinding and removal of the wood piles at the Dickensheet, Idaho Hill and Colburn sites for 2022-2023 fiscal year at \$52.00 per ton. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

2) Action Item: Discussion/Decision Regarding Bid Award, Metal Pile Removal; **\$86.00 per Ton**

Commissioner Bradshaw made a motion to award Pacific Steel and Recycling the contract for the removal of the metal piles at the Dickensheet, Idaho Hill and Colburn sites for 2022-2023 fiscal year. Pacific Steel and Recycling has agreed to pay Bonner County \$86.00 per ton. Commissioner Connolly seconded the motion. All in favor. The motion passed.

- 3) Action Item: Discussion/Decision Regarding GrayMar Environmental Household Hazardous Waste Contract

Commissioner Connolly made a motion to approve the GrayMar Household Hazardous Waste Contract. This contract will allow for GrayMar Environmental to collect, package, transport and dispose of Bonner County residential household hazardous waste. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

EMERGENCY MANAGEMENT – Bob Howard

- 1) Action Item: Discussion/Decision Regarding Request for Bid, All Hazard Mitigation Plan Contractors
Commissioner Bradshaw made a motion to approve the issuance and advertisement of a Request for Bid to hire a qualified contractor to update Bonner County's current All Hazard Mitigation Plan. Commissioner Connolly seconded the motion. All in favor. The motion passed.

PLANNING – Erik Beasley (*Jake Gabell Presented*)

- 1) Action Item: Discussion/Decision Regarding Boundary Line Adjustment, Road Waiver Request, File #BLA0020-22

Commissioner Connolly made a motion to approve the applicant's request to deviate from the road standards set forth in the Bonner County Revised Code Appendix A, Title 12 for File #BLA0020-22. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

- 2) Action Item: Discussion/Decision Regarding Family Division, Road Waiver Request, File #FE0015-22
Commissioner Bradshaw made a motion to approve the applicant's request to deviate from the road standards set forth in the Bonner County Revised Code Appendix A, Title 12 for File #FE0015-22. Commissioner Connolly seconded the motion. All in favor. The motion passed.

HUMAN RESOURCES – Cindy Binkerd

- 1) Action Item: Discussion/Decision Regarding Request to Recruit, Four Positions
Commissioner Connolly made a motion to approve commencing with recruitment for Legal Assistant and Legal Assistant III, Prosecutor; Heavy Equipment Operator I & III, Road and Bridge effective October 4, 2022. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

ASSESSOR – Donna Gow

- 1) Action Item: Discussion/Decision Regarding Records Destruction; **Resolution**
Commissioner Bradshaw made a motion to approve Resolution #2022-79 authorizing the County Assessor to destroy the attached documents as listed and outlined in the Assessor's Retention Policy. Commissioner Connolly seconded the motion. All in favor. The motion passed.

The meeting was recessed at 9:30 a.m.

The meeting was reconvened at 9:39 a.m.

EXECUTIVE SESSION – Human Resources

- 1) Executive Session under Idaho Code § 74-206 (1) (A) Hiring and § 74-206 (1) (B) Personnel
Action Item: Discussion/Decision Regarding Hiring and Personnel

At 11:13 a.m. Commissioner Connolly made a motion to go into Executive Session under Idaho Code (1) (A) Hiring and Idaho Code (1) (B) Personnel. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – aye. Commissioner Connolly – aye. Commissioner Bradshaw – Aye. All in favor. The motion passed.

The meeting was reconvened at 11:29 a.m.

EXECUTIVE SESSION – Technology

- 1) Executive Session under Idaho Code § 74-206 (1) (D) Records Exempt

Action Item: Discussion/Decision Regarding Management Software Purchase; **\$7,560.00 Annually**
At 11:29 a.m. Commissioner Bradshaw made a motion to go into Executive Session under Idaho Code (1) (D) Records Exempt. Commissioner Connolly seconded the motion. Roll Call Vote: Commissioner McDonald – aye. Commissioner Connolly – aye. Commissioner Bradshaw – Aye. All in favor. The motion passed.

The meeting was reconvened at 11:38 a.m.

Commissioner Bradshaw made a motion to approve the purchase of Endpoint Management Software in the amount of \$7,560.00 billed annually, and for the Director to sign the agreement administratively. Commissioner Connolly seconded the motion. All in favor. The motion passed.

EXECUTIVE SESSION – Prosecutor

1) Executive Session under Idaho Code § 74-206 (1) (F) Litigation

Action Item: Discussion/Decision Regarding Litigation

At 9:55 a.m. Commissioner Connolly made a motion to go into Executive Session under Idaho Code (1) (F) Litigation. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – aye. Commissioner Connolly – aye. Commissioner Bradshaw – Aye. All in favor. The motion passed.

The meeting was reconvened at 11:13 a.m.

Commissioner Connolly made a motion to proceed as directed on the Camp Bay issue. Commissioner Bradshaw seconded the motion. All in favor. The motion passed.

EXECUTIVE SESSION – Prosecutor

1) Executive Session under Idaho Code § 74-206 (1) (C) Acquisition of Real Property

Action Item: Discussion/Decision Regarding Real Property

At 9:39 a.m. Commissioner Connolly made a motion to go into Executive Session under Idaho Code (1)(C) Acquisition of Real Property. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – aye. Commissioner Connolly – aye. Commissioner Bradshaw – Aye. All in favor. The motion passed.

The meeting was reconvened at 9:55 a.m.

Commissioner McDonald adjourned the meeting at 11:39 a.m.

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 20, 2022 – October 3, 2022
Copies of the complete meeting minutes are available upon request.

On Wednesday, September 21, 2022 Assistance was held pursuant to Idaho Code §74-204 (2). The Following File was Approved: 2022-5045-1.

On Tuesday, September 20, 2022 a Human Resources Workshop was held pursuant to Idaho Code §74-204 (2).

On Wednesday, September 21, 2022 a Planning Hearing was held pursuant to Idaho Code §74-204 (2). Commissioner Bradshaw made a motion to approve this project FILE AM0009-22, to amend the Bonner County

Comprehensive Plan for adoption of a Capital Improvements Plan for Spirit Lake Fire Protection District, as presented or amended in this hearing, finding that it is in accord with the general and specific objectives of the Bonner County Comprehensive Plan as enumerated in the following findings of fact and conclusions of law, and based upon the evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. I further move to adopt the following findings of fact and conclusions of law as written. This action does not result in a taking of private property. Commissioner seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed. Commissioner Connolly made a motion to approve resolution #2022-73 amending the Bonner County Comprehensive Plan. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed. Commissioner Bradshaw made a motion to approve project FILE AM0009-22, requesting an amendment to Bonner County Revised Code, Title 15: Development Impact Fees, finding that it is in accord with the general and specific objectives of the Bonner County Comprehensive Plan and Bonner County Revised Code as enumerated in the following conclusions of law, and based upon the evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. I further move to adopt the following findings of fact and conclusions of law as written as set forth in the Staff Report or as amended during this hearing and direct the Planning staff to transmit this decision to all interested parties. This action does not result in a taking of private property. Commissioner Connolly seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed. Commissioner Connolly made a motion to approve an Ordinance of Bonner County, Idaho, the number to be assigned, citing its authority, and providing for the amendment of the Bonner County Revised Code with the amendment of Title 15: Development Impact Fees, and providing for an effective date. I further move to authorize the Chair to sign the official ordinance upon publication. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed. Commissioner Connolly made a motion to approve the preliminary plat for this project FILE MLD0059-22, Wood View Acres, a request to divide a one (1) ≈6.587 acre unplatted parcel into two (2) lots, one (1) 3.49-acre lot, and one (1) 3.08-acre lot, finding that the minor land division as proposed IS in accord with the Bonner County Revised Code. I further move to adopt the findings of fact and conclusions of law as set forth in the Staff Memo and direct planning staff to draft written findings and conclusions to reflect this decision, have the Chairman sign, and transmit to all interested parties. This action does not result in a taking of private property. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed.

On Friday, September 23, 2022 a Special Business Meeting was held pursuant to Idaho Code §74-204 (2).

On Thursday, September 29, 2022 Assistance was held pursuant to Idaho Code §74-204 (2). The Following File was Approved: 2022-5046-1 and Denied: 2022-005 (Appealed).

On Thursday, September 29, 2022 a Planning Appeal was held pursuant to Idaho Code §74-204 (2). Commissioner Bradshaw made a motion to affirm the Hearing Examiner's decision on this project FILE V0011-22, requesting a 5 feet street setback where 25 feet is required for a total variation of 20 feet, finding that it is in accord with the Bonner County Revised Code as enumerated in the following Conclusions of Law, and based upon the evidence submitted up to the time the staff report was prepared and testimony received at this hearing. I further adopt the following Findings of Facts and Conclusions of Law as set forth in this staff report and direct the planning staff to draft written findings and conclusions to reflect this decision, and transmit to all interested parties. The action that could be taken to obtain the variance is to complete the Conditions of Approval as adopted. This action does not result in a taking of private property. Commissioner Connolly seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed. Commissioner Connolly made a motion to affirm Staff's administrative decision to approve Minor Land Division MLD0084-22. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed.

On Thursday, September 29, 2022 an Executive Session was held pursuant to Idaho Code §74-204 (2) Idaho Code § 74-206 (1) (F) Litigation.

On Thursday, September 29, 2022 a Special Meeting with the Auditor's Office was held pursuant to Idaho Code §74-204 (2). Commissioner Connolly made a motion to approve Resolution #2022-77 authorizing the Clerk to make the following cash transfers: transfer \$98,550.00 from General Fund Statutory Reserve item 01120-7860, \$52,355.00 from Road & Bridge Transfers Out 002-8905, \$2,504.00 from Airport Transfers Out 003-8905, \$28,723.00 from District Court Transfers Out 006-8905, \$21,878.00 from Revaluation Transfers Out 020-8905, \$24,977.00 from Solid Waste Transfers Out 023-8905, \$641.00 from Weeds Transfers Out 027-8905, \$2,115.00 from Parks & Recreation Transfers Out 030-8905, \$194,000.00 from Justice Fund Statutory Reserve 03412-7860, \$1,688.00 from Waterways Transfers Out 038-8905, \$38,290.00 from EMS Transfers Out 999-8905 to the Self-Insured Medical Fund 082-5500. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner McDonald – Aye. Commissioner Connolly – Aye. Commissioner Bradshaw – Aye. The motion passed.

On Monday, October 3, 2022, a Department Head Meeting was held pursuant to Idaho Code §74-204 (2).

On Monday, October 3, 2022 an Insurance Update was held pursuant to Idaho Code §74-204 (2) and Idaho Code § 74-206 (1) (D) Records Exempt.

ATTEST: Michael W. Rosedale



Dan McDonald, Chairman

By 

Deputy Clerk

10/11/22

Date

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10/11/01

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