



Bonner County
Board of Commissioners

Steve Bradshaw

Asia Williams

Ron Korn

December 31, 2024

CONSENT
AGENDA

MEMORANDUM

To: Bonner County Commissioners

Adopting the Order of the Agenda as Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Commissioners' Minutes December 17, 2024
- 2) Liquor License(s): Village Kitchen, Priest River
- 3) Plat(s) for Approval: MLD0053-23, Carter's Cove; MLD0047-24, Lau Subdivision
- 4) Invoices Over \$5k: Road & Bridge; Sheriff (Confidential); Technology (2, Confidential)

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date



Bonner County

Board of Commissioners

Steve Bradshaw

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

December 17, 2024 – 9:00 AM

Bonner County Administration Building
1500 Highway 2, Room 338, Sandpoint, ID

On Tuesday, December 17, 2024, the Bonner County Commissioners met for their regularly scheduled meeting. Commissioners Bradshaw, Williams, and Korn were present. Commissioner Williams called the meeting to order at 9:00 a.m. The Invocation was presented by Ken Lawrence and the Pledge of Allegiance followed.

ADOPT THE ORDER OF AGENDA AS PRESENTED

Commissioner Korn made a motion to adopt the Order of the Agenda as presented. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Bradshaw – Yes. The motion carries.

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes December 10, 2024
- 2) Plat(s) for Approval: MLD0040-24, The Hamptons
- 3) Liquor License(s): Farmhouse Kitchen & BBQ, Ponderay; Savory, Sandpoint; The St Bernard, Sandpoint; Rara Food Mart, Oldtown; Springhill Suites Sandpoint, Ponderay; Winter Ridge Natural Foods, Sandpoint; The District Bistro & Wine Shop, Sandpoint; Willow Bay North, Priest River; Roxy's Lounge, Sandpoint; Waterfront Express, Sandpoint; Mi Pueblo II, Priest River; Hoodoo Creek Café and Market, Priest River; Sunshine on Cedar, Sandpoint; The Peppered Mercantile, Sandpoint; The Bank: Barrom & Bistro, Sandpoint; 74 Main Public House, Priest River; Arlo's, Sandpoint

- 4) Invoice(s) Over \$5k: Sheriff (2, Confidential)

There was discussion regarding invoices among the board. The Clerk and Legal provided input as well. Commissioner Korn made a motion to amend the Consent Agenda by removing the \$84,211 confidential invoice for the Sheriff's Office from the Consent Agenda pending review. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Bradshaw – Yes; Commissioner Williams – Yes. The motion carries.

Commissioner Korn made a motion to adopt the Consent Agenda as amended. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Bradshaw – Yes; Commissioner Williams – Yes. The motion carries.

CLERK – Jessica Stephany

- 1) Action Item: Discussion/Decision Regarding FY25 Claims Batch #11; **Totaling \$467,997.36**
Commissioner Korn made a motion to approve payment of the FY25 Claims in Batch #11, totaling \$467,997.36. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Bradshaw – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.
- 2) Action Item: Discussion/Decision Regarding FY25 EMS Claims Batch #11; **Totaling \$9,878.28**

Commissioner Korn made a motion to approve payment of the FY25 EMS Claims in Batch #11, totaling \$9,878.28. Commissioner Williams stepped down from the chair and seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Bradshaw – Yes. The motion carries.

PARKS & WATERWAYS/GROOMERS – Matt Zoeller

- 1) Action Item: Discussion/Decision Regarding Snowmobile Master Challenge Cost Share Agreement

Commissioner Korn made a motion to approve signing the Master Challenge Cost Share Agreement Between Idaho Parks and Recreation, USDA Forest Service, and Bonner County. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Bradshaw – Yes; Commissioner Williams – Yes. The motion carries.

PLANNING – Alex Feyen

- 1) Action Item: Discussion/Decision Regarding S0002-22 Cedar Park 2nd Addition Final Plat
Commissioner Korn a motion to approve this Project File S0002-22 Cedar Park 2nd Addition and authorize the chair to sign the final plat as presented. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Bradshaw – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

HUMAN RESOURCES – Alissa Clark

- 1) Action Item: Discussion/Decision Regarding Compensation Policy #600
There was a lengthy discussion regarding compensation for Deputy Clerk pay.
PUBLIC COMMENT:

- Dave Bowman – Requested elaboration on this policy and changes made
- Mike Rosedale, County Clerk – About 7 years ago we left step & grade, discussed the Chief Deputies under his purview and the differing responsibilities of each
- Dave Bowman – Wanted Step & Grade defined
- Jessica Stephany, Comptroller – Chief Deputy is not part of duties hired for, it is additional duties

Commissioner Korn made a motion to send this policy back to HR for revisions. Commissioner Bradshaw seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Bradshaw – Yes. The motion carries.

HUMAN RESOURCES WEEKLY REPORT

- 1) Discussion Regarding Open County Job Positions: Where posted, how to apply with tracking on how long they have been listed
- 2) Upcoming Training

AMBULANCE DISTRICT UPDATE

PUBLIC COMMENT:

- Merlin Glass – This is a crisis, the delivery of service with potential loss of EMS staff will cause citizens to suffer
- Dave Bowman – Seconds what Mr. Glass said, this creates a ripple effect; why was the presentation that was supposed to happen last week not presented
- Kristine Noella – Agrees with Mr. Bowman, appreciates Commissioner Williams keeping on it, asked Commissioner Korn what he is doing specifically for EMS
- Jonna Plante – Asked about the “mall” at Colburn Culver; commented on a house fire last year and the homeowner receiving a bill from Sagle Fire, isn’t this covered by property taxes for a fire district wanted clarification on this; hearing “this is the way it’s been” makes her thankful for new board; looking forward to the standing rules/public comment sign up being removed
- Kristina Nicholas Anderson – Agrees with other comments (loss of connection)
- Dan Welle – Finds it reprehensible that Chief Lindsey cannot answer specific questions and instead dodges answering, the County should find a chief who is willing and able to deal with the financial crisis

- Kristina Nicholas Anderson – Concerned about lack of presentation and that someone who is leading the ambulance district doesn't know how to manage his department/budget; encourages people to go to rate increase hearing
- Merlin Glass – Commented about furloughing and not laying off employees

DISTRICT 2 COMMISSIONER DISTRICT DISCUSSION

- 1) Ongoing Issues/Concerns Updates
- 2) Litigation
- 3) Workshops Pending
- 4) Discussion Regarding Open Board/Commission Positions: Which boards have openings, also tracking of positions that will become open within 6 months' time
- 5) Questions from the Public
 - Dian Welle – Thanked the board for clarifying the term vote

DISTRICT 3 COMMISSIONER REPORT

- 1) Summarization of Meetings During the Week
- 2) Community Events Attended During the Week

PUBLIC COMMENT* Opened at 10:37 a.m.

- Jonna Plante – Apologized for giving public comment in wrong order

The meeting was adjourned at 10:37 a.m.

Clerk: *Alisa Schoeffel*

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 December 10, 2024 – December 16, 2024. Copies of the complete meeting minutes are available upon request.

Tuesday, December 10, 2024, a USFS Update was held pursuant to Idaho Code § 74-204(2).

Wednesday, December 11, 2024, Tax Cancellations were held pursuant to Idaho Code § 74-204(2).

Wednesday, December 11, 2024, a Planning Hearing was held pursuant to Idaho Code § 74-204(2).

Thursday, December 12, 2024, a Planning Meeting was held pursuant to Idaho Code § 74-204(2).

Monday, December 16, 2024, an Executive Session was held pursuant to Idaho Code § 74-206(1)(F) Litigation.

Tuesday, December 17, 2024, an Executive Session was held pursuant to Idaho Code § 74-206(1)(B) Personnel.

ATTEST: Michael W. Rosedale

By _____
Commissioner Asia Williams, Chair

By: _____
Deputy Clerk

Date

2025

BONNER COUNTY
STATE OF IDAHO

No. 2025-145

RETAIL ALCOHOL BEVERAGE LICENSE

THIS IS TO CERTIFY THAT VILLAGE KITCHEN INC
doing business as VILLAGE KITCHEN
at 5788 ALBENI HWY, PRIEST RIVER, ID 83856
a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of
Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the
regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of
said County, on file in the office of the Clerk of the Board at the Bonner County Courthouse, Sandpoint, Idaho.

Dated: 12/01/2024

Bottled/canned beer, Consumed off premise	\$0.00
Bottled/canned beer, Consumed on premise	\$0.00
Draft beer, Includes draft, bottled, and/or canned	\$100.00
Wine by the glass	\$100.00
Wine by the bottle	\$25.00
Liquor	\$0.00
Application Fee	\$5.00
Total	\$230.00

Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE and EXPIRES 12/31/2025.
Witness my hand and seal this 31st of December, 2024.

Chairman

Commissioner

Commissioner

(SEAL)

By: Bridgette Centorbi
Clerk of the Board of County Commissioners



Bonner County Recorder
Michael W. Rosedale - County Clerk
1500 Highway 2
Suite 335
Sandpoint, ID 83864
Phone: (208) 265-1490
Fax: (208) 255-7849

FOR OFFICE USE ONLY

Premise No. 7B-11613
State Lic No. 11613
Issue Date: 12/01/2024
County No. 2025-145
Total Fees: \$230.00
Deputy Initials: bcentorbi

Retail Alcohol Beverage License Application

You must provide a copy of your newly issued State of Idaho Retail Alcohol Beverage License

1. Application Type

- ☒ Renewal
☐ Seasonal (month open _____.)
☐ New (complete page 2)
☐ Transfer (complete page 2)
(include transfer fee of \$20.00)

2. Type of Business

- ☐ Individual
☐ Partnership
☒ Corporation
☐ LLC
☐ LLP

3. Location of Facility

- ☐ Inside city limits
☐ Outside city limits

4. License Type

- ☐ Bottled/canned beer (retail only)
☐ Bottled/canned beer
☒ Draft beer
☒ Wine by the glass
☒ Wine by the bottle
☐ Liquor
☒ Application Fee
Total Fees

Consumed off premise
Consumed on or off premise
Includes draft, bottled, and/or canned

County Fee

\$ 0.00
\$ 0.00
\$ 100.00
\$ 100.00
\$ 25.00
\$ 0.00
\$ 5.00
\$ \$230.00

**FOR OFFICE
USE ONLY**

Prorated Fee

(If applicable)

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____

5. Applicant Information

Doing Business As: VILLAGE KITCHEN

Business Phone Number: (208) 448-2293

Business Physical Address: 5788 ALBENI HWY

City: PRIEST RIVER State: ID Zip Code: 83856

6. Business Information

Business Name: VILLAGE KITCHEN INC

Primary Contact Name: SHANNON SHAVER

Primary Contact Phone Number: (208) 448-2293

Mailing Address: 76 SIXTH STREET

City: PRIEST RIVER State: ID Zip Code: 83856

Email Address: _____

Please indicate address to send future correspondence: ☐ Business Physical Address ☒ Mailing Address ☐ Email

APPLICANT'S SIGNATURE:

Shannon Shaver

Signer must be authorized to sign for documents pertaining to the Alcohol Beverage Control.

APPROVED: _____ **DATE:** _____

Board of County Commissioners

Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (866) 537-4935

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov



Board of County Commissioners Memorandum

December 16, 2024

To: Board of County Commissioners
From: Dave Fisher, Bonner County Planner

Subject: Final plat, MLD0053-23 – Carter's Cove

The above referenced plat is a minor land division dividing one (1) approximately 2.84-acre parcel into one (1) 1.19-acre (net 0.65-acre) lot and one (1) 0.81-acre (net 0.51-acre) lot. The property is zoned Suburban and meets the requirements of that zone. The property is served by City of Sandpoint for water, Kootenai-Ponderay Sewer District, and Avista Utilities. The property is accessed off Ponder Point Lane, a Bonner County owned and maintained public right-of-way. The parcel is located in a portion of Section 12, Township 57 North, Range 2 West, Boise Meridian, Idaho. The plat was approved by Bonner County on September 5, 2024.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Distribution: Jake Gabell
Janna Brown
Dave Fisher

Recommendation: Staff recommends the Board approve the final plat of the above referenced file.

Consent Agenda

Recommendation Acceptance: ☐ Yes ☐ No

Commissioner Asia Williams, Chairwoman

Date: _____

Bonner County Planning Department

"Protecting property rights and enhancing property value"

1500 Highway 2, Suite 208, Sandpoint, Idaho 83864

Phone (208) 265-1458 - Fax (866) 537-4935

Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov



Board of County Commissioners Memorandum

December 17, 2024

To: Board of County Commissioners

From: Kyle Snider, Bonner County Planner

Subject: Final plat, MLD0047-24 – Lau Subdivision

The above referenced plat is a minor land division dividing two (2) 9.80-acre parcels into two (2) 5.01-acre lots and one (1) 9.44-acre lot. The property is zoned Rural 5 (R-5) and meets the requirements of that zone. The property is served by individual wells, individual septic systems, and Northern Lights, Inc. The property is accessed off Sanborn Creek Road, a Bonner County owned and maintained public right-of-way, and Colt Lane, a privately owned and maintained road. The parcel is located in a portion of Section 06, Township 56 North, Range 04 West, Boise Meridian, Idaho. The plat was approved by Bonner County on October 7, 2024.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Distribution: Jake Gabell
Janna Brown
Kyle Snider

Recommendation: Staff recommends the Board approve the final plat of the above referenced file.

Consent Agenda

Recommendation Acceptance: ☐ Yes ☐ No

Commissioner Asia Williams, Chair

Date: _____



Bonner County

Road and Bridge Department

DATE: December 31st, 2024

Memorandum

Item
#1
Consent Agenda

To: Board of County Commissioners

From: Tom Klopman, Assistant Director
Road & Bridge Department

Re: Over \$20,000 Procurement Request-Cutting edges-Grader/Plow bits Rebuilding & Hard facing Inc.

This is Authorization to purchase Grader and plow bits from Rebuilding & Hard Facing for the Sum of \$49,176.00

Road and Bridge uses these bits specifically for grading/rebuilding and snow plowing roads throughout Bonner County. This is the only provider that we can find that sells these specific bits and boards. Idaho Code 67-2803 (2) Public Procurement of Goods and Services Bidding \$0 to \$75,000.00 No Bidding Requirements. This will be funded from Line Item 002-7080-Bits that has an unobligated amount of \$62,775.00

Auditing Review: 

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment.

Distribution: _____ Original to BOCC
_____ Copy to Road and Bridge

Recommendation Acceptance: ☐ yes ☐ no

Asia Williams, Chairwoman

Date

Rebuilding & Hardfacing Inc.

1390 N. Main
Colville, WA 99114

QUOTE

Date	Estimate #
10/30/2024	3411

Name / Address
BONNER COUNTY ROAD & BRIDGE DEPT. 1500 HIGHWAY 2,SUITE 101 SANDPOINT, ID 83864

Ship To
BONNER COUNTY SHOP 1750 BALDY MOUNTAIN RD. SANDPOINT, ID 83864 208-263-3182

Qty	Description	Rate	Total
8	3 ft. R&H SCARIFIER BIT BOARD 3/4" PB - 2" Center on Bits	536.00	4,288.00T
8	4 ft. R&H SCARIFIER BIT BOARD 3/4" PB - 2" Center on Bits	716.00	5,728.00T
3,000	Kennametal TC Bit C855HDX-4 / 3386038	8.92	26,760.00T
40	3464 Kennametal TC Blade PB248 / 1011844	310.00	12,400.00T
<p>****DELIVERED PRICE**** Ship: 2 - 4 Weeks Revised 1</p>			
		Subtotal	\$49,176.00
Phone #	Fax #	E-mail	Sales Tax (0.0%)
5096844879	(509) 684-4870	rhi@rhicolville.com	\$0.00
Total			\$49,176.00



Bonner County
Board of Commissioners

Steve Bradshaw

Asia Williams

Ron Korn

December 31, 2024

CLERK
Item #1

MEMORANDUM

To: Bonner County Commissioners

Re: FY25 Claims in Batch #13

The Auditor's Office presented the FY25 Claims Batch, #13, **Totaling \$828,730.30**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY25 Claims in Batch #13, totaling \$828,730.30.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

DATE: 12/26/2024 WARRANT: BOC1325 AMOUNT: \$ 828,730.30

COMMISSIONER'S APPROVAL REPORT

DRAFT

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002

TREASURER ACCT/WARRANT ACCT

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
6141 95 EXPRESS LLC	00001	INV	12/23/2024	1076		167320		
1 03457 6520	SHERAUTO	DUES		500.00				
	Invoice Net			500.00				
		CHECK TOTAL		500.00				
3934 ACI NORTHWEST INC	00001	INV	12/23/2024	74956		167327		
1 00661 7430	PROBSVCS	REPBLDGS		297.00				
	Invoice Net			297.00				
		CHECK TOTAL		297.00				
1813 ALPINE MOTORS	00001	INV	12/17/2024	160545		167107		
1 00118 7040	GENEXP	REPAIR		58.41				
	Invoice Net			58.41				
		CHECK TOTAL		58.41				
4700 AMAZON CAPITAL SERVICE	00001	INV	12/18/2024	1LYX-MFDD-WQ4K		167276		
1 34180 8940	JUST-GENEX	COMP SUPP		55.79				
	Invoice Net			55.79				
4700 AMAZON CAPITAL SERVICE	00001	INV	12/19/2024	1CGY-CWY6-HG49		167277		
1 03479 7040	MARINE PTR	REPAIR		26.99				
	Invoice Net			26.99				
		CHECK TOTAL		82.78				
6032 ARDURRA GROUP, INC	00002	INV	12/18/2024	230099 - 12		167275		
1 00356 9000	AIRPRRIVR	GRNTCOUNTY		184.50				
2 047 8991	GRANT	AIPGRANTS		3,505.69				
	Invoice Net			3,690.19				
		CHECK TOTAL		3,690.19				
4980 AT&T MOBILITY LLC	00001	INV	12/19/2024	287289374749NOV24		167302		
1 023 6900	SOL WASTE	CELL PHONE		669.21				
2 00127 6900	RISK MGMT	CELL PHONE		60.68				
3 00115 6900	TECHNOLOG	CELL PHONE		108.63				
4 00131 6900	ENGINEER	CELL PHONE		94.94				
5 01110 6671	EMERGMGT	EOC SUPPLS		190.17				
6 00124 6900	GIS	CELL PHONE		155.62				
7 00123 6900	PLANNING	CELL PHONE		94.94				
8 00122 6890	VETS SVCS	INTERNET		49.49				
9 01110 6900	EMERGMGT	CELL PHONE		144.57				
10 00110 6900	BLDGGRD	CELL PHONE		153.77				
11 00355 6900	AIRSANDPT	CELL PHONE		45.45				
12 047 8994	GRANT	DEMGRANTS		60.68				
	Invoice Net			1,828.15				
		CHECK TOTAL		1,828.15				
4980 AT&T MOBILITY	00002	INV	12/26/2024	701366515		167504		
1 047 6720	GRANT	SM ASSETS		10,070.00				
	Invoice Net			10,070.00				

DETAIL INVOICE LIST

CASH ACCOUNT: 000

1002

TREASURER ACCT/WARRANT ACCT

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	10,070.00	-----
1900	AVISTA UTILITIES	00001	INV	12/23/2024		0004270000Dec24	167398	
	1 002 6930	RD&BR GEN	ELECTRIC			30.37		
		Invoice Net				30.37		
1900	AVISTA UTILITIES	00001	INV	12/23/2024		1427530000Dec24	167399	
	1 002 6930	RD&BR GEN	ELECTRIC			113.07		
		Invoice Net				113.07		
1900	AVISTA UTILITIES	00001	INV	12/23/2024		6804270000Dec24	167400	
	1 002 6930	RD&BR GEN	ELECTRIC			110.16		
		Invoice Net				110.16		
1900	AVISTA UTILITIES	00001	INV	12/23/2024		8542220000Dec24	167401	
	1 002 6930	RD&BR GEN	ELECTRIC			529.11		
	2 002 6880	RD&BR GEN	FUELFORHEA			2,406.00		
		Invoice Net				2,935.11		
1900	AVISTA UTILITIES	00001	INV	12/23/2024		9295605315Dec24	167402	
	1 002 6930	RD&BR GEN	ELECTRIC			72.40		
		Invoice Net				72.40		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		0727737636DEC24	167477	
	1 00118 6930	GENEXP	ELECTRIC			663.35		
	2 00118 6980	GENEXP	OTHER UTIL			843.83		
		Invoice Net				1,507.18		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		7555200000DEC24	167481	
	1 00118 6930	GENEXP	ELECTRIC			138.10		
	2 00118 6980	GENEXP	OTHER UTIL			152.77		
		Invoice Net				290.87		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		0861150000DEC24	167482	
	1 00118 6930	GENEXP	ELECTRIC			4,225.60		
	2 00118 6980	GENEXP	OTHER UTIL			1,299.91		
		Invoice Net				5,525.51		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		6239320000DEC24	167483	
	1 00355 6930	AIRSANDPT	ELECTRIC			20.20		
		Invoice Net				20.20		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		5555200000DEC24	167484	
	1 00118 6930	GENEXP	ELECTRIC			178.98		
	2 00118 6980	GENEXP	OTHER UTIL			173.13		
		Invoice Net				352.11		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		6555200000DEC24	167485	
	1 00118 6930	GENEXP	ELECTRIC			211.33		
	2 00118 6980	GENEXP	OTHER UTIL			222.29		
		Invoice Net				433.62		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		5803520000DEC24	167486	
	1 00118 6980	GENEXP	OTHER UTIL			2,374.25		
		Invoice Net				2,374.25		
1900	AVISTA UTILITIES	00001	INV	12/26/2024		1695020000DEC24	167487	
	1 00118 6980	GENEXP	OTHER UTIL			362.16		
		Invoice Net				362.16		

DETAIL INVOICE LIST

CASH ACCOUNT: 000

1002

TREASURER ACCT/WARRANT ACCT

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1900 AVISTA UTILITIES	00001	INV	12/26/2024	5329760000	DEC24	167488		
1 00118 6980	GENEXP	OTHER UTIL		1,203.27				
	Invoice Net			1,203.27				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	0658340000	DEC24	167489		
1 00355 6930	AIRSANDPT	ELECTRIC		62.18				
	Invoice Net			62.18				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	6865650000	DEC24	167490		
1 00355 6930	AIRSANDPT	ELECTRIC		133.37				
	Invoice Net			133.37				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	0569720000	DEC24	167491		
1 00355 6930	AIRSANDPT	ELECTRIC		251.84				
2 00355 6980	AIRSANDPT	OTHER UTIL		171.31				
	Invoice Net			423.15				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	1108050000	DEC24	167492		
1 00355 6930	AIRSANDPT	ELECTRIC		43.15				
	Invoice Net			43.15				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	2877230000	DEC24	167493		
1 00355 6930	AIRSANDPT	ELECTRIC		20.67				
	Invoice Net			20.67				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	1566410000	DEC24	167494		
1 00118 6980	GENEXP	OTHER UTIL		586.78				
	Invoice Net			586.78				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	2021560000	DEC24	167495		
1 00118 6980	GENEXP	OTHER UTIL		43.00				
	Invoice Net			43.00				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	4679400000	DEC24	167496		
1 00118 6980	GENEXP	OTHER UTIL		181.63				
	Invoice Net			181.63				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	5107150000	DEC24	167497		
1 00118 6980	GENEXP	OTHER UTIL		216.13				
	Invoice Net			216.13				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	5925930000	DEC24	167498		
1 00118 6980	GENEXP	OTHER UTIL		20.20				
	Invoice Net			20.20				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	8658940000	DEC24	167499		
1 00118 6980	GENEXP	OTHER UTIL		417.00				
	Invoice Net			417.00				
1900 AVISTA UTILITIES	00001	INV	12/26/2024	8679400000	DEC24	167500		
1 00118 6980	GENEXP	OTHER UTIL		481.69				
	Invoice Net			481.69				
	CHECK TOTAL			17,959.23		-----		
1900 AVISTA UTILITIES	00001	INV	12/26/2024	3650641944	DEC24	167506		
1 047 8990	GRANT	GNT EXPEND		481.00				
	Invoice Net			481.00				
	CHECK TOTAL			481.00		-----		

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CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC1325 12/26/2024 DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1910	BADGER BUILDING CENTER 1 024 6870	00001 TORT		INV INS - DEDU	12/23/2024	8001-2093945 361.40 361.40 CHECK TOTAL 361.40	167342	-----
4886	BO CO TREASURER FTO PA 1 082 6156 2 082 6157	00000 SI MEDICAL SI MEDICAL		INV SIMEDCLAIM SIPHARM	12/20/2024	35647 80,110.65 45,549.98 125,660.63 CHECK TOTAL 125,660.63	167306	-----
3830	BONNER COUNTY DAILY BE 1 03473 6520	00001 JUST-PA		INV DUES	12/26/2024	2025 280.02 280.02 CHECK TOTAL 280.02	167502	-----
3851	BONNER COUNTY SHERIFF 1 03475 7630	00001 JUSTJUDET		INV FOOD	12/23/2024	NOV24 2,038.89 2,038.89 CHECK TOTAL 2,038.89	167330	-----
4294	BONNER COUNTY TAX COLL 1 00103 7850 2 00103 8670	00000 TREASURER TREASURER		INV SERV CHG LABOR	12/19/2024	NOV24A 300.00 741.32 1,041.32 CHECK TOTAL 1,041.32	167283	-----
1953	BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT		INV MEDICAL	12/19/2024	SP13651256 13.65 13.65 Invoice Net	167293	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001 JAILDETENT		INV MEDICAL	12/19/2024	SP13657033 37.54 37.54 CHECK TOTAL 51.19	167294	-----
965	CANON FINANCIAL SERVIC 1 01130 9350 2 01130 6790	00001 EXTOFFICE EXTOFFICE		INV CAP - LEAS COPY MACH	01/13/2025	37034656 185.00 51.30 236.30 Invoice Net	167281	
965	CANON FINANCIAL SERVIC 1 00105 9350 2 00105 6530 3 00105 6530	00001 COMMISS COMMISS COMMISS		INV CAP - LEAS OFFICE OFFICE	01/13/2025	37029956 262.00 23.71 51.76 337.47 Invoice Net	167426	
965	CANON FINANCIAL SERVIC 1 00101 9350 2 00101 7410	00001 CLERK CLERK		INV CAP - LEAS REPOFFICE	12/26/2024	37065551 135.00 72.82 207.82 Invoice Net	167501	

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CASH ACCOUNT: 000 1002

TREASURER ACCT/WARRANT ACCT

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	781.59	-----
5496	CONNELL OIL INCORPORAT	00001		INV	12/17/2024	CL17837		
	1 023 7000			SOL WASTE		391.87	167101	
				GASOLINE		391.87		
				Invoice Net				
						CHECK TOTAL	391.87	-----
2592	CO-OP GAS AND SUPPLY C	00001		INV	12/23/2024	40701	167326	
	1 00355 6540			AIRSANDPT		192.96		
				SHOP		192.96		
				Invoice Net				
						CHECK TOTAL	192.96	-----
2544	COLEMAN OIL COMPANY	00001		INV	12/23/2024	CP-0206324	167404	
	1 002 7000			RD&BR GEN		278.58		
	2 002 7010			GASOLINE		3,340.38		
				DIESEL		3,618.96		
				Invoice Net				
						CHECK TOTAL	3,618.96	-----
1962	CORPORATE PAYMENT SYST	00001		INV	12/20/2024	4178NOV24	167304	
	1 006 8340			DISTCT		218.46		
				JURY OTHER		218.46		
				Invoice Net				
						CHECK TOTAL	218.46	-----
1962	CORPORATE PAYMENT SYST	00001		INV	12/20/2024	3400NOV24	167305	
	1 006 6530			DISTCT		19.99		
	2 006 6510			DISTCT		500.00		
				FEES/REG		519.99		
				Invoice Net				
						CHECK TOTAL	519.99	-----
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/19/2024	01IF4319	167278	
	1 03457 7040			SHERAUTO		24.11		
				REPAIR		24.11		
				Invoice Net				
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/19/2024	01IF4320	167279	
	1 03457 7040			SHERAUTO		229.62		
				REPAIR		229.62		
				Invoice Net				
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/19/2024	01IF0280	167291	
	1 00824 7430			911REPEATR		331.66		
				REPBLDGS		331.66		
				Invoice Net				
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/23/2024	01IF5877	167316	
	1 03457 7040			SHERAUTO		10.18		
				REPAIR		10.18		
				Invoice Net				
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/23/2024	01IF6096	167332	
	1 03457 7040			SHERAUTO		318.17		
				REPAIR		318.17		
				Invoice Net				
1089	DIRECT AUTOMOTIVE DIST	00001		INV	12/23/2024	01IF6095	167333	
	1 03457 7040			SHERAUTO		206.70		
				REPAIR		206.70		
				Invoice Net				

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WARRANT: BOC1325 12/26/2024

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1089 DIRECT AUTOMOTIVE DIST	1 03457 7040	00001		INV	12/23/2024	01IF6245	167338	
		SHERAUTO		REPAIR		334.48		
		Invoice Net				334.48		
				CHECK		TOTAL	1,454.92	-----
4901 KATIE EDBURG	1 03473 6450	00000		INV	12/26/2024	DEC24.2	167505	
	2 03473 6470	JUST-PA		MILEAGE		105.86		
		JUST-PA		LODGING		951.65		
		Invoice Net				1,057.51		
				CHECK		TOTAL	1,057.51	-----
3950 ELITE TIRE & SUSPENSIO	1 002 7020	00001		INV	12/23/2024	146074	167406	
		RD&BR GEN		TIRES		345.00		
		Invoice Net				345.00		
				CHECK		TOTAL	345.00	-----
3030 EVANS CRAVEN & LACKIE	1 03471 7100	00001		INV	12/20/2024	132533	167314	
		JUST-CIVIL		LEGAL		116.00		
		Invoice Net				116.00		
3030 EVANS CRAVEN & LACKIE	1 03471 7100	00001		INV	12/20/2024	132534	167315	
		JUST-CIVIL		LEGAL		406.00		
		Invoice Net				406.00		
				CHECK		TOTAL	522.00	-----
3188 EVERGREEN SUPPLY	1 002 6540	00001		INV	12/23/2024	398168	167405	
		RD&BR GEN		SHOP		8.78		
		Invoice Net				8.78		
				CHECK		TOTAL	8.78	-----
3222 FEDEX	1 00103 8670	00001		INV	12/19/2024	8-715-99621	167280	
		TREASURER		LABOR		114.26		
		Invoice Net				114.26		
3222 FEDEX	1 00103 8670	00001		INV	12/26/2024	8-723-26224	167473	
		TREASURER		LABOR		79.44		
		Invoice Net				79.44		
				CHECK		TOTAL	193.70	-----
310 GALLS PARENT HOLDINGS	1 03461 7710	00002		INV	12/23/2024	029968891	167322	
		JAILDETENT		UNIFORMS		77.28		
		Invoice Net				77.28		
310 GALLS PARENT HOLDINGS	1 03461 7710	00002		INV	12/23/2024	029947665	167323	
		JAILDETENT		UNIFORMS		171.42		
		Invoice Net				171.42		
310 GALLS PARENT HOLDINGS	1 03472 8920	00002		INV	12/23/2024	029930224	167324	
		JUSTSHER		SHERCHAP		9.47		
		Invoice Net				9.47		
310 GALLS PARENT HOLDINGS		00002		INV	12/23/2024	029930222	167325	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 03453 7710		SHERPATROL	UNIFORMS		82.68		
			Invoice Net			82.68		
						CHECK TOTAL	340.85	-----
4917 GREAT WEST ENGINEERING	1 023 9480	00001	SOL WASTE	INV 12/19/2024		34607	167300	
			CAP - CIP			5,688.00		
			Invoice Net			5,688.00		
						CHECK TOTAL	5,688.00	-----
403 HOME DEPOT CREDIT SERV	1 002 6540	00001	RD&BR GEN	INV 12/23/2024		9024628	167423	
			SHOP			288.14		
			Invoice Net			288.14		
403 HOME DEPOT CREDIT SERV	1 002 7422	00001	RD&BR GEN	INV 12/23/2024		2024100	167425	
			REPHEQUIP			125.98		
			Invoice Net			125.98		
403 HOME DEPOT CREDIT SERV	1 002 6720	00001	RD&BR GEN	INV 12/23/2024		524131	167427	
			SM ASSETS			199.00		
			Invoice Net			199.00		
403 HOME DEPOT CREDIT SERV	1 002 6540	00001	RD&BR GEN	INV 12/23/2024		151064	167428	
			SHOP			76.83		
			Invoice Net			76.83		
403 HOME DEPOT CREDIT SERV	1 002 6540	00001	RD&BR GEN	INV 12/23/2024		1043494	167429	
			SHOP			144.77		
			Invoice Net			144.77		
						CHECK TOTAL	834.72	-----
3467 IDAHO DEPT OF WATER RE	1 002 7260	00001	RD&BR GEN	INV 12/23/2024		Dec24	167422	
			ENGINEER			20.00		
			Invoice Net			20.00		
						CHECK TOTAL	20.00	-----
3663 INLAND POWER & LIGHT	1 002 6940	00001	RD&BR GEN	INV 12/23/2024		85450001Dec24	167403	
			STR LIGHT			43.89		
			Invoice Net			43.89		
						CHECK TOTAL	43.89	-----
469 J-U-B ENGINEERS INC	1 047 8993	00001	GRANT	INV 12/23/2024		0178144	167407	
	2 002 9000		RD&BR GEN			3,900.03		
			GRNTCOUNTY			308.94		
			Invoice Net			4,208.97		
						CHECK TOTAL	4,208.97	-----
3925 JENSEN, JENNIFER	1 00112 6440	00000	EXTHORTICU	INV 01/13/2025		12-2024-JJensen	167282	
			TRAVEL			90.32		
			Invoice Net			90.32		
						CHECK TOTAL	90.32	-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
482 KAMINSKY, SULLENBERGER	1 03475 6520	00001		INV 12/23/2024		2025-08-06	167329	
		JUSTJUVD		DUES		375.00		
		Invoice Net				375.00		
						CHECK TOTAL	375.00	-----
5691 KEITH JOHNSON	1 023 6450	00000		INV 12/23/2024		DEC24-2	167431	
		SOL WASTE		MILEAGE		18.43		
		Invoice Net				18.43		
						CHECK TOTAL	18.43	-----
2705 LAKEVIEW FUNERAL HOME	1 00106 8310	00001		INV 12/23/2024		4366	167341	
		CORONER		AUTOP. INQ		325.00		
		Invoice Net				325.00		
2705 LAKEVIEW FUNERAL HOME	1 00106 8310	00001		INV 12/23/2024		4367	167344	
		CORONER		AUTOP. INQ		175.00		
		Invoice Net				175.00		
						CHECK TOTAL	500.00	-----
6351 LOGIK SYSTEMS INC	1 03471 7790	00001		INV 10/01/2024		274993	167295	
		JUST-CIVIL		LegalStw		30,000.00		
		Invoice Net				30,000.00		
						CHECK TOTAL	30,000.00	-----
4433 MAJESTIC VIEW	1 047 8994	00001		INV 12/23/2024		INV0347	167335	
		GRANT		DEMGRANTS		11,092.50		
		Invoice Net				11,092.50		
						CHECK TOTAL	11,092.50	-----
558 MARY ANN KRAEMER	1 023 7040	00001		INV 12/17/2024		DEC24	167105	
		SOL WASTE		REPAIR		45.00		
		Invoice Net				45.00		
558 MARY ANN KRAEMER	1 02381 7330	00001		INV 12/23/2024		591727	167418	
		LOCAL		OPERATIONS		35.00		
		Invoice Net				35.00		
						CHECK TOTAL	80.00	-----
6012 STEPHEN M MATHIS	1 03475 7860	00001		INV 12/23/2024		DEC24	167328	
		JUSTJUVD		MISCEXPENS		300.00		
		Invoice Net				300.00		
						CHECK TOTAL	300.00	-----
2568 CONCEPT COMM CORP.	1 00356 6980	00001		INV 12/18/2024		144346	167273	
		AIRPRIVR		OTHER UTIL		119.95		
		Invoice Net				119.95		
						CHECK TOTAL	119.95	-----
6238 YELLOW DOG VENTURES LL		00001		INV 12/23/2024		43479	167319	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 00355 7420	AIRSANDPT		REPEQUIP		1,948.76		
		Invoice Net				1,948.76		
						CHECK TOTAL	1,948.76	-----
6342 ROBERT MINTZ		00000		INV	12/23/2024	DEC24-2	167424	
1 023 6450		SOL WASTE		MILEAGE		139.70		
		Invoice Net				139.70		
						CHECK TOTAL	139.70	-----
3836 MOON SECURITY SERVICES		00001		INV	01/01/2025	5757620	167471	
1 00115 8950		TECHNOLOG		SOFTWARE		176.00		
		Invoice Net				176.00		
3836 MOON SECURITY SERVICES		00001		INV	01/01/2025	5757108	167472	
1 00115 8950		TECHNOLOG		SOFTWARE		90.00		
		Invoice Net				90.00		
						CHECK TOTAL	266.00	-----
6018 GENUINE PARTS COMPANY		00001		INV	12/17/2024	210282	167099	
1 023 7040		SOL WASTE		REPAIR		287.73		
		Invoice Net				287.73		
6018 GENUINE PARTS COMPANY		00001		INV	12/19/2024	212115	167290	
1 03457 7040		SHERAUTO		REPAIR		161.82		
		Invoice Net				161.82		
6018 GENUINE PARTS COMPANY		00001		INV	12/20/2024	211924	167307	
1 038 7040		WATER		REPAIR		82.28		
		Invoice Net				82.28		
6018 GENUINE PARTS COMPANY		00001		INV	12/20/2024	211923	167308	
1 038 7040		WATER		REPAIR		67.78		
		Invoice Net				67.78		
6018 GENUINE PARTS COMPANY		00001		INV	12/23/2024	213183	167374	
1 03457 7040		SHERAUTO		REPAIR		429.42		
		Invoice Net				429.42		
						CHECK TOTAL	1,029.03	-----
2320 NORTH 40 OUTFITTERS		00001		INV	12/20/2024	041720/B	167309	
1 038 7530		WATER		REPFACILIT		34.99		
		Invoice Net				34.99		
2320 NORTH 40 OUTFITTERS		00001		INV	12/20/2024	047122/B	167310	
1 038 7530		WATER		REPFACILIT		29.99		
		Invoice Net				29.99		
						CHECK TOTAL	64.98	-----
4985 NORTHERN IDAHO POWERSP		00001		INV	12/19/2024	4001398	167297	
1 023 9390		SOL WASTE		CAP - VEHI		7,722.00		
		Invoice Net				7,722.00		
						CHECK TOTAL	7,722.00	-----

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2771 OREILLY AUTO PARTS	1 002 7040	00002		INV	12/23/2024	3456-188069	167408	
		RD&BR GEN		REPAIR		14.29		
		Invoice Net				14.29		
				CHECK TOTAL		14.29		-----
2788 OXARC	1 00355 6540	00001		INV	12/18/2024	0032229064	167274	
		AIR&SANDPT		SHOP		235.80		
		Invoice Net				235.80		
				CHECK TOTAL		235.80		-----
2795 PACIFIC NORTHWEST FUEL	1 002 6540	00001		INV	12/23/2024	137	167416	
		RD&BR GEN		SHOP		21.33		
		Invoice Net				21.33		
				CHECK TOTAL		21.33		-----
5628 PICTOMETRY INTERNATION	1 020 7820	00000		INV	12/19/2024	US445643	167303	
		REVAL		CTRCT SVCS		10,248.59		
		Invoice Net				10,248.59		
				CHECK TOTAL		10,248.59		-----
6123 PILLSBURY WINTHROP SHA	1 03471 7100	00001		INV	12/20/2024	8629090	167313	
		JUST-CIVIL		LEGAL		450.00		
		Invoice Net				450.00		
				CHECK TOTAL		450.00		-----
5887 PREMIER LAND SERVICE L	1 047 8994	00001		INV	12/23/2024	1264	167334	
		GRANT		DEMGRANTS		6,921.85		
		Invoice Net				6,921.85		
				CHECK TOTAL		6,921.85		-----
6206 PREMIER TIRE LLC	1 002 7020	00001		INV	12/23/2024	101790	167409	
		RD&BR GEN		TIRES		81.25		
		Invoice Net				81.25		
				CHECK TOTAL		81.25		-----
6003 RED'S POWER SUPPLY, LL	1 002 7422	00000		INV	12/23/2024	3024	167410	
	2 002 6540	RD&BR GEN		REPHEQUIP		361.43		
		RD&BR GEN		SHOP		228.00		
		Invoice Net				589.43		
				CHECK TOTAL		589.43		-----
3696 REDWOOD TOXICOLOGY LAB	1 00661 8830	00001		INV	12/23/2024	117101202411	167331	
		PROBSVCS		ADMISDNPRB		203.91		
		Invoice Net				203.91		
				CHECK TOTAL		203.91		-----
4595 RIVER VALLEY BEACON		00001		INV	12/23/2024	5822	167336	

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	1 00118 7800	GENEXP		PRINTING		39.90		
		Invoice Net				39.90		
						CHECK TOTAL	39.90	-----
3904 MICHAEL ROSEDALE	00000	INV	12/26/2024			JAN25	167474	
1 004 6440	ELECTIONS	TRAVEL				278.00		
	Invoice Net					278.00		
						CHECK TOTAL	278.00	-----
768 FRIGGLE PICKLE LLC	00001	INV	12/18/2024			09467	167261	
1 03452 7710	SHERDETECT	UNIFORMS				92.74		
2 03453 7710	SHERPATROL	UNIFORMS				113.64		
	Invoice Net					206.38		
						CHECK TOTAL	206.38	-----
4573 SCHULTZ, TERESA	00000	INV	12/26/2024			DEC24	167480	
1 004 6440	ELECTIONS	TRAVEL				278.00		
	Invoice Net					278.00		
						CHECK TOTAL	278.00	-----
2456 SELKIRK ASSOCIATION OF	00001	INV	12/18/2024			46404	167243	
1 020 6520	REVAL	DUES				45.00		
	Invoice Net					45.00		
						CHECK TOTAL	45.00	-----
6297 VICKI SIMMERMAN	00000	INV	12/19/2024			DEC24	167285	
1 03451 6440	SHERCLREC	TRAVEL				32.96		
	Invoice Net					32.96		
						CHECK TOTAL	32.96	-----
2879 SIX ROBBLEES' INC	00001	INV	12/23/2024			05P66010	167414	
1 002 6540	RD&BR GEN	SHOP				337.84		
	Invoice Net					337.84		
2879 SIX ROBBLEES' INC	00001	INV	12/23/2024			05P65963	167415	
1 002 7418	RD&BR GEN	REPHTRUCKS				183.40		
	Invoice Net					183.40		
						CHECK TOTAL	521.24	-----
1661 SPOKANE COUNTY MEDICAL	00001	INV	01/24/2025			Q4-2024	167470	
1 00106 8310	CORONER	AUTOP. INQ				5,600.00		
	Invoice Net					5,600.00		
						CHECK TOTAL	5,600.00	-----
1663 SPOKANE HOUSE OF HOSE	00001	INV	12/23/2024			1096973	167411	
1 002 6720	RD&BR GEN	SM ASSETS				185.33		
	Invoice Net					185.33		
1663 SPOKANE HOUSE OF HOSE	00001	INV	12/23/2024			1096437	167412	

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	1 002 6540	RD&BR GEN		SHOP		162.35		
		Invoice Net				162.35		
						CHECK TOTAL	347.68	-----
3753 STONEMAN ELECTRIC SUPP	00001	INV	12/23/2024			5104528562.001	167413	
1 002 7430	RD&BR GEN	REPBLDGS				51.04		
	Invoice Net					51.04		
						CHECK TOTAL	51.04	-----
3162 TAYLOR & SONS CHEVROLE	00001	INV	12/19/2024			151203	167287	
1 03457 7040	SHERAUTO	REPAIR				144.03		
	Invoice Net					144.03		
3162 TAYLOR & SONS CHEVROLE	00001	INV	12/19/2024			151202	167288	
1 03457 7040	SHERAUTO	REPAIR				6.30		
	Invoice Net					6.30		
3162 TAYLOR & SONS CHEVROLE	00001	INV	12/23/2024			87056	167321	
1 00355 7420	AIRSANDPT	REPEQUIP				268.43		
	Invoice Net					268.43		
						CHECK TOTAL	418.76	-----
5471 THE GOODYEAR TIRE & RU	00001	INV	12/19/2024			197-1157663	167286	
1 03457 7040	SHERAUTO	REPAIR				1,642.90		
	Invoice Net					1,642.90		
						CHECK TOTAL	1,642.90	-----
3357 TIFCO INDUSTRIES	00001	INV	12/19/2024			72042645	167296	
1 03457 7040	SHERAUTO	REPAIR				102.54		
	Invoice Net					102.54		
						CHECK TOTAL	102.54	-----
6045 TMA @ YOUR SERVICE, LL	00001	INV	12/20/2024			34786	167311	
1 00118 6840	GENEXP	HEALTH WEL				802.00		
	Invoice Net					802.00		
						CHECK TOTAL	802.00	-----
1670 TRAVELERS CL REMITTANC	00001	INV	12/23/2024			2092H3258-2024	167339	
1 024 6860	TORT	INS - BOND				175.00		
	Invoice Net					175.00		
						CHECK TOTAL	175.00	-----
5364 TRINITY SERVICES GROUP	00001	INV	12/18/2024			3028800236	167270	
1 03462 7630	JAILKITCH	FOOD				6,534.60		
	Invoice Net					6,534.60		
						CHECK TOTAL	6,534.60	-----
1708 UNITED DATA SECURITY	00001	INV	12/26/2024			142911	167503	
1 03473 7110	JUST-PA	OTHER				42.00		
	Invoice Net					42.00		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002

TREASURER ACCT/WARRANT ACCT

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL		42.00
1721 UNIVERSITY OF IDAHO -		00001		INV	12/23/2024	WT2512	167417	
1 002 6490		RD&BR GEN		EDUCATION		150.00		
		Invoice Net				150.00		
						CHECK TOTAL		150.00
5491 WARD, TY M		00000		INV	12/19/2024	DEC24	167299	
1 03453 6440		SHERPATROL		TRAVEL		2,921.00		
		Invoice Net				2,921.00		
						CHECK TOTAL		2,921.00
2919 WASTE MANAGEMENT OF ID		00001		INV	12/11/2024	0000057-2588-2	166860	
1 02380 7350		LONGHAUL		DISP - WAS		388,613.94		
		Invoice Net				388,613.94		
2919 WASTE MANAGEMENT OF ID		00001		INV	12/11/2024	0002837-2590-1	166863	
1 02380 7330		LONGHAUL		OPERATIONS		44,671.53		
2 02380 7390		LONGHAUL		COMM COLL		9,226.83		
3 02380 7360		LONGHAUL		RURAL SYS		85,372.31		
		Invoice Net				139,270.67		
						CHECK TOTAL		527,884.61
3548 WESTERN STATES EQUIPME		00001		INV	12/23/2024	IN003036642	167419	
1 002 7418		RD&BR GEN		REPHTRUCKS		2,153.68		
		Invoice Net				2,153.68		
3548 WESTERN STATES EQUIPME		00001		CRM	12/23/2024	CM00180393	167420	
1 002 7422		RD&BR GEN		REPHEQUIP		-41.59		
		Invoice Net				-41.59		
						CHECK TOTAL		2,112.09
5284 NORTHWEST FIBER LLC		00001		INV	12/18/2024	208-189-0160DEC24	167262	
1 00823 6920		911TECH		TELEPHONE		2,939.58		
		Invoice Net				2,939.58		
5284 NORTHWEST FIBER LLC		00001		INV	12/18/2024	208-197-1279DEC24	167263	
1 00823 6920		911TECH		TELEPHONE		4,632.30		
		Invoice Net				4,632.30		
5284 NORTHWEST FIBER LLC		00001		INV	12/23/2024	208-189-0229DEC24	167337	
1 00115 6920		TECHNOLOG		TELEPHONE		11,550.91		
		Invoice Net				11,550.91		
5284 NORTHWEST FIBER LLC		00001		INV	12/23/2024	208-265-5471DEC24	167340	
1 00115 6920		TECHNOLOG		TELEPHONE		1,983.31		
		Invoice Net				1,983.31		
5284 NORTHWEST FIBER LLC		00001		INV	12/23/2024	208-266-1117DEC24	167343	
1 00823 6920		911TECH		TELEPHONE		83.00		
		Invoice Net				83.00		
						CHECK TOTAL		21,189.10

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC1325 12/26/2024 DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
141 INVOICES			WARRANT TOTAL			828,730.30	828,730.30	

DRAFT

WARRANT SUMMARY

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
00100101	CLERK	72.82	7,472.22
00100101	CLERK	135.00	31,282.68
00100103	TREASURER/TAX COLL	300.00	7,172.76
00100103	TREASURER/TAX COLL	935.02	7,172.76
00100105	COMMISSIONERS	75.47	6,628.49
00100105	COMMISSIONERS	262.00	760.89
00100106	CORONER	6,100.00	38,729.09
00100110	FACILITIES	153.77	13,832.67
00100112	EXTENSION HORTICUL	90.32	2,626.45
00100115	TECHNOLOGY	108.63	-26,584.46
00100115	TECHNOLOGY	13,534.22	-26,584.46
00100115	TECHNOLOGY	266.00	-26,584.46
00100118	GENERAL FUND EXPEN	802.00	171,210.85
00100118	GENERAL FUND EXPEN	5,417.36	171,210.85
00100118	GENERAL FUND EXPEN	8,578.04	171,210.85
00100118	GENERAL FUND EXPEN	58.41	171,210.85
00100118	GENERAL FUND EXPEN	39.90	171,210.85
00100122	VETERANS SERVICES	343.83	34,532.95
00100124	GIS	94.94	20,234.47
00100127	RISK MANAGEMENT	155.62	34,532.95
00100131	ENGINEERING	60.68	36.11
00100131	ENGINEERING	94.94	483.05
00101110	EMERGENCY MANAGEM	190.17	3,425.52
00101110	EMERGENCY MANAGEM	144.57	3,425.52
00101130	EXTENSION OFFICE	51.30	2,626.45
00101130	EXTENSION OFFICE	185.00	84.00
00200200	ROAD & BRIDGE	002-01-00-000-7410-	
00200200	ROAD & BRIDGE	001-01-00-000-9350-	
00200200	ROAD & BRIDGE	001-01-00-000-9350-	
00200200	ROAD & BRIDGE	001-03-00-000-7850-	
00200200	ROAD & BRIDGE	001-03-00-000-8670-	
00200200	ROAD & BRIDGE	001-05-00-000-6530-	
00200200	ROAD & BRIDGE	001-05-00-000-9350-	
00200200	ROAD & BRIDGE	001-06-00-000-8310-	
00200200	ROAD & BRIDGE	001-10-00-000-6900-	
00200200	ROAD & BRIDGE	001-13-12-000-6440-	
00200200	ROAD & BRIDGE	001-15-00-000-6900-	
00200200	ROAD & BRIDGE	001-15-00-000-6920-	
00200200	ROAD & BRIDGE	001-15-00-000-8950-	
00200200	ROAD & BRIDGE	001-18-00-000-6840-	
00200200	ROAD & BRIDGE	001-18-00-000-6930-	
00200200	ROAD & BRIDGE	001-18-00-000-6980-	
00200200	ROAD & BRIDGE	001-18-00-000-7040-	
00200200	ROAD & BRIDGE	001-22-00-000-6890-	
00200200	ROAD & BRIDGE	001-23-00-000-6900-	
00200200	ROAD & BRIDGE	001-24-00-000-6900-	
00200200	ROAD & BRIDGE	001-27-00-000-6900-	
00200200	ROAD & BRIDGE	001-29-00-000-6900-	
00200200	ROAD & BRIDGE	001-11-00-000-6900-	
00200200	ROAD & BRIDGE	001-13-00-000-6790-	
00200200	ROAD & BRIDGE	001-13-00-000-9350-	
00200200	ROAD & BRIDGE	002-00-00-000-6490-	
00200200	ROAD & BRIDGE	002-00-00-000-6540-	
00200200	ROAD & BRIDGE	002-00-00-000-6720-	
00200200	ROAD & BRIDGE	002-00-00-000-6880-	
00200200	ROAD & BRIDGE	002-00-00-000-6930-	
00200200	ROAD & BRIDGE	002-00-00-000-6940-	
00200200	ROAD & BRIDGE	002-00-00-000-7000-	
00200200	ROAD & BRIDGE	002-00-00-000-7010-	
00200200	ROAD & BRIDGE	002-00-00-000-7020-	
00200200	ROAD & BRIDGE	002-00-00-000-7040-	
00200200	ROAD & BRIDGE	002-00-00-000-7260-	
00200200	ROAD & BRIDGE	002-00-00-000-7418-	
00200200	ROAD & BRIDGE	002-00-00-000-7422-	
00200200	ROAD & BRIDGE	002-00-00-000-7430-	
00200200	ROAD & BRIDGE	002-00-00-000-9000-	
00300355	AIRPORT - SANDPOIN	003-55-00-000-6540-	
00300355	AIRPORT - SANDPOIN	003-55-00-000-6900-	
00300355	SUPPLIES - SHOP	428.76	4,783.76
00300355	UTILITIES - CELLULAR T	45.45	4,783.76
00300355	FUND TOTAL	12,329.75	
00300355	EDUCATION	150.00	1,219,080.70
00300355	SUPPLIES - SHOP	1,268.04	1,219,080.70
00300355	SMALL ASSETS AND EQUIP	384.33	1,219,080.70
00300355	UTILITIES - FUEL FOR H	2,406.00	1,219,080.70
00300355	UTILITIES - ELECTRICIT	855.11	1,219,080.70
00300355	UTILITIES - STREET LIG	43.89	1,219,080.70
00300355	VEHICLES - FUEL, GASOL	278.58	1,219,080.70
00300355	VEHICLES - FUEL, DIESE	3,340.38	1,219,080.70
00300355	VEHICLES - TIRES	426.25	1,219,080.70
00300355	VEHICLES - REPAIR/MAIN	14.29	1,219,080.70
00300355	PROF. SVCS - ENGINEERI	20.00	1,219,080.70
00300355	REPAIRS/MAINT - HEAVY	2,337.08	1,219,080.70
00300355	REPAIRS/MAINT - HEAVY	445.82	1,219,080.70
00300355	REPAIRS/MAINT - BLDGS/	51.04	1,219,080.70
00300355	GRANT - COUNTY MATCH	308.94	1,914,265.03
00300355	FUND TOTAL	37,955.67	
00300355	REPAIRS/MAINT - OFFICE	72.82	7,472.22
00300355	CAPITAL - LEASE EXPEND	135.00	31,282.68
00300355	SERVICE CHARGES	300.00	7,172.76
00300355	CONTRACTED LABOR	935.02	7,172.76
00300355	SUPPLIES - OFFICE	75.47	6,628.49
00300355	CAPITAL - LEASE EXPEND	262.00	760.89
00300355	AUTOPSIES/INQUESTS	6,100.00	38,729.09
00300355	UTILITIES - CELLULAR T	153.77	13,832.67
00300355	TRAVEL	90.32	2,626.45
00300355	UTILITIES - CELLULAR T	108.63	-26,584.46
00300355	UTILITIES - TELEPHONE	13,534.22	-26,584.46
00300355	SOFTWARE AND SOFTWAR S	266.00	-26,584.46
00300355	HEALTH & WELLNESS PROG	802.00	171,210.85
00300355	UTILITIES - ELECTRICIT	5,417.36	171,210.85
00300355	UTILITIES - OTHER	8,578.04	171,210.85
00300355	VEHICLES - REPAIR/MAIN	58.41	171,210.85
00300355	PRINTING	39.90	171,210.85
00300355	INTERNET	49.49	343.83
00300355	UTILITIES - CELLULAR T	94.94	20,234.47
00300355	UTILITIES - CELLULAR T	155.62	34,532.95
00300355	UTILITIES - CELLULAR T	60.68	36.11
00300355	UTILITIES - CELLULAR T	94.94	483.05
00300355	EOC SUPPLIES	190.17	3,425.52
00300355	UTILITIES - CELLULAR T	144.57	3,425.52
00300355	COPY MACHINE USE/MAINT	51.30	2,626.45
00300355	CAPITAL - LEASE EXPEND	185.00	84.00

WARRANT SUMMARY

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
003	00355	AIRPORT - SANDPOIN 003-55-00-000-6930-	UTILITIES - ELECTRICIT 531.41		4,783.76
003	00355	AIRPORT - SANDPOIN 003-55-00-000-6980-	UTILITIES - OTHER 171.31		4,783.76
003	00355	AIRPORT - SANDPOIN 003-55-00-000-7420-	REPAIRS/MAINT - EQUIPM 2,217.19		4,783.76
003	00356	AIRPORT - PRIEST R 003-56-00-000-6980-	UTILITIES - OTHER 119.95		398.77
003	00356	AIRPORT - PRIEST R 003-56-00-000-9000-	GRANT - COUNTY MATCH 184.50		41.87
		FUND TOTAL	3,698.57		
004	004	ELECTIONS 004-00-00-000-6440-	TRAVEL 556.00		99,973.69
		FUND TOTAL	556.00		
006	006	DISTRICT COURT 006-00-00-000-6510-	EDUCATION - FEES/REGIS 500.00		12,985.50
006	006	DISTRICT COURT 006-00-00-000-6530-	SUPPLIES - OFFICE 19.99		12,985.50
006	006	DISTRICT COURT 006-00-00-000-8340-	JURY - OTHER 218.46		12,985.50
006	00661	PROBATION SERVICES 006-61-00-000-7430-	REPAIRS/MAINT - BLDGS/ 297.00		60,003.75
006	00661	PROBATION SERVICES 006-61-00-000-8830-	ADULT AL/DRUG MISD PRO 203.91		60,003.75
		FUND TOTAL	1,239.36		
008	00823	911 TECHNOLOGY 008-00-23-000-6920-	UTILITIES - TELEPHONE 7,654.88		10,412.46
008	00824	911 REPEATER SITE 008-00-24-000-7430-	REPAIRS/MAINT - BLDGS/ 331.66		10,412.46
		FUND TOTAL	7,986.54		
020	020	REVALUATION 020-00-00-000-6520-	DUES/MEMBERSHIP/LICENS 45.00		11,268.28
020	020	REVALUATION 020-00-00-000-7820-	CONTRACT SERVICES 10,248.59		11,268.28
		FUND TOTAL	10,293.59		
023	023	SOLID WASTE 023-00-00-000-6450-	TRAVEL - MILEAGE 158.13		49,496.99
023	023	SOLID WASTE 023-00-00-000-6900-	UTILITIES - CELLULAR T 669.21		49,496.99
023	023	SOLID WASTE 023-00-00-000-7000-	VEHICLES - FUEL, GASOL 391.87		49,496.99
023	023	SOLID WASTE 023-00-00-000-7040-	VEHICLES - REPAIR/MAIN 332.73		49,496.99
023	023	SOLID WASTE 023-00-00-000-9390-	CAPITAL - VEHICLES 7,722.00		2,073,423.57
023	023	SOLID WASTE 023-00-00-000-9480-	CAPITAL - CONSTRUCTION 5,688.00		2,073,423.57
023	02380	SW - LONGHAUL 023-00-80-000-7330-	OPERATIONS 44,671.53		49,496.99
023	02380	SW - LONGHAUL 023-00-80-000-7350-	DISPOSAL - WASTE 388,613.94		49,496.99
023	02380	SW - LONGHAUL 023-00-80-000-7360-	RURAL SYSTEM COLLECTIO 85,372.31		49,496.99
023	02380	SW - LONGHAUL 023-00-80-000-7390-	COMMERCIAL COLLECTION 9,226.83		49,496.99
023	02381	SW - LOCAL 023-00-81-000-7330-	OPERATIONS 35.00		49,496.99
		FUND TOTAL	542,881.55		
024	024	TORT 024-00-00-000-6860-	INSURANCE - BONDS 175.00		233,810.17
024	024	TORT 024-00-00-000-6870-	INSURANCE - DEDUCTIBLE 361.40		233,810.17
		FUND TOTAL	536.40		

WARRANT SUMMARY

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
034	03451	SHERIFF - CLERICAL 034-72-51-000-6440-	TRAVEL 32.96	96,628.56	
034	03452	SHERIFF - DETECTIV 034-72-52-000-7710-	UNIFORMS 92.74	96,628.56	
034	03453	SHERIFF - PATROL 034-72-53-000-6440-	TRAVEL 2,921.00	96,628.56	
034	03453	SHERIFF - PATROL 034-72-53-000-7710-	UNIFORMS 196.32	96,628.56	
034	03457	SHERIFF - AUTO SHO 034-72-57-000-6520-	DUES/MEMBERSHIP/LICENS 500.00	96,628.56	
034	03457	SHERIFF - AUTO SHO 034-72-57-000-7040-	VEHICLES - REPAIR/MAIN 3,610.27	96,628.56	
034	03461	JAIL - DETENTION 034-78-61-000-7710-	UNIFORMS 248.70	130,426.82	
034	03461	JAIL - DETENTION 034-78-61-000-8060-	MEDICAL 51.19	130,426.82	
034	03462	JAIL - KITCHEN 034-78-62-000-7630-	FOOD 6,534.60	130,426.82	
034	03471	JUSTICE - CIVIL LI 034-71-00-000-7100-	PROF. SVCS - LEGAL 972.00	44,095.81	
034	03471	JUSTICE - CIVIL LI 034-71-00-000-7790-	Legal Software 30,000.00	44,095.81	
034	03472	JUSTICE - SHERIFF 034-72-00-000-8920-	SHERIFF CHAPLAIN SERVI 9.47	96,628.56	
034	03473	JUSTICE - PROSECUT 034-73-00-000-6450-	TRAVEL - MILEAGE 105.86	46,380.41	
034	03473	JUSTICE - PROSECUT 034-73-00-000-6470-	TRAVEL - LODGING 951.65	46,380.41	
034	03473	JUSTICE - PROSECUT 034-73-00-000-6520-	DUES/MEMBERSHIP/LICENS 280.02	46,380.41	
034	03473	JUSTICE - PROSECUT 034-73-00-000-7110-	PROF. SVCS - OTHER 42.00	46,380.41	
034	03475	JUSTICE - JUVENILE 034-75-00-000-6520-	DUES/MEMBERSHIP/LICENS 375.00	335.35	
034	03475	JUSTICE - JUVENILE 034-75-00-000-7630-	FOOD 2,038.89	335.35	
034	03475	JUSTICE - JUVENILE 034-75-00-000-7860-	MISCELLANEOUS EXPENSES 300.00	335.35	
034	03479	JUSTICE - MARINE P 034-79-00-000-7040-	VEHICLES - REPAIR/MAIN 26.99	-463.96	
034	34180	JUSTICE - GENERAL 034-18-00-000-8940-	COMPUTER - SUPPORT & U 55.79	2,876.33	
FUND TOTAL			49,345.45		
038	038	WATERWAYS 038-00-00-000-7040-	VEHICLES - REPAIR/MAIN 150.06	9,732.24	
038	038	WATERWAYS 038-00-00-000-7530-	REPAIRS/MAINT - FACILI 64.98	9,732.24	
FUND TOTAL			215.04		
047	047	GRANTS 047-00-00-000-6720-	SMALL ASSETS AND EQUIP 10,070.00	695,601.83	
047	047	GRANTS 047-00-00-000-8990-	GRANT EXPENDITURES 481.00	695,601.83	
047	047	GRANTS 047-00-00-000-8991-	AIRPORT GRANTS 3,505.69	695,601.83	
047	047	GRANTS 047-00-00-000-8993-	ROAD & BRIDGE GRANTS 3,900.03	695,601.83	
047	047	GRANTS 047-00-00-000-8994-	EMERGENCY MNGT GRANTS 18,075.03	695,601.83	
FUND TOTAL			36,031.75		
082	082	SELF INSURED MEDIC 082-00-00-000-6156-	SELF INSURED MEDICAL C 80,110.65	-3,162,047.87	
082	082	SELF INSURED MEDIC 082-00-00-000-6157-	SELF INSURED PHARM CLA 45,549.98	-899,017.03	
FUND TOTAL			125,660.63		
WARRANT SUMMARY TOTAL			828,730.30		
GRAND TOTAL			828,730.30		

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
166860	2919	WASTE MANAGEMENT OF IDAHO I	0000057-2588-2		INV	12/11/2024	388,613.94	SW TRANSPORTATION AND
166863	2919	WASTE MANAGEMENT OF IDAHO I	0002837-2590-1		INV	12/11/2024	139,270.67	SW RURAL BILLING, TS O
167099	6018	GENUINE PARTS COMPANY	210282		INV	12/17/2024	287.73	SW SW004 BATTERIES
167101	5496	CONNELL OIL INCORPORATED	CL17837		INV	12/17/2024	391.87	SW FUEL
167105	558	MARY ANN KRAEMER	DEC24		INV	12/17/2024	45.00	SW TRUCK SIGNAGE
167107	1813	ALPINE MOTORS	160545		INV	12/17/2024	58.41	MP MP12 OIL CHANGE
167243	2456	SELKIRK ASSOCIATION OF REAL	46404		INV	12/18/2024	45.00	RETS FEED
167261	768	FRIGGLE PICKLE LLC	09467		INV	12/18/2024	206.38	ERT Tees & Hoodies Bla
167262	5284	NORTHWEST FIBER LLC	208-189-0160DEC24		INV	12/18/2024	2,939.58	RADIO COMMUNICATION CI
167263	5284	NORTHWEST FIBER LLC	208-197-1279DEC24		INV	12/18/2024	4,632.30	9-1-1 TRUNK LINES
167270	5364	TRINITY SERVICES GROUP INC	3028800236		INV	12/18/2024	6,534.60	Inmate/Juvenile Meals
167273	2568	CONCEPT COMM CORP.	144346		INV	12/18/2024	119.95	PRIEST RIVER INTERNET
167274	2788	OXARC	0032229064		INV	12/18/2024	235.80	WELDING SUPPLIES
167275	6032	ARDURRA GROUP, INC	230099 - 12		INV	12/18/2024	3,690.19	PRIEST RIVER ALP AND A
167276	4700	AMAZON CAPITAL SERVICES INC	1LYX-MFDD-WQ4K		INV	12/18/2024	55.79	Serial Cables, Connect
167277	4700	AMAZON CAPITAL SERVICES INC	1CGY-CWY6-HG49		INV	12/19/2024	26.99	Battery Load Tester
167278	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF4319		INV	12/19/2024	24.11	Oil Filters, a/c eleme
167279	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF4320		INV	12/19/2024	229.62	A/C Condenser
167280	3222	FEDEX	8-715-99621		INV	12/19/2024	114.26	LOCKBOX SHIPPING COSTS
167281	965	CANON FINANCIAL SERVICES IN	37034656		INV	01/13/2025	236.30	Contract charge, meter
167282	3925	JENSEN, JENNIFER	12-2024-JJensen		INV	01/13/2025	90.32	Training for Applicato
167283	4294	BONNER COUNTY TAX COLLECTOR	NOV24A		INV	12/19/2024	1,041.32	LOCKBOX MONTHLY FEE &
167285	6297	VICKI SIMMERMAN	DEC24		INV	12/19/2024	32.96	Mileage Reimbursement
167286	5471	THE GOODYEAR TIRE & RUBBER	197-1157663		INV	12/19/2024	1,642.90	Duratrak tires, Enforc
167287	3162	TAYLOR & SONS CHEVROLET	151203		INV	12/19/2024	144.03	Clamp, seals

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167288	3162	TAYLOR & SONS CHEVROLET	151202		INV	12/19/2024	6.30	Filter
167290	6018	GENUINE PARTS COMPANY	212115		INV	12/19/2024	161.82	Mobil 1 Lv ATF HP QT
167291	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF0280		INV	12/19/2024	331.66	Batteries
167293	1953	BONNER GENERAL HEALTH	SP13651256		INV	12/19/2024	13.65	Xray Chest Radex Abdom
167294	1953	BONNER GENERAL HEALTH	SP13657033		INV	12/19/2024	37.54	CT Lumbar Spine w/o dy
167295	6351	LOGIK SYSTEMS INC	274993		INV	10/01/2024	30,000.00	Inv. #INV274993 -10/1/
167296	3357	TIFCO INDUSTRIES	72042645		INV	12/19/2024	102.54	Heat Shrink Tubing, Ca
167297	4985	NORTHERN IDAHO POWERSPORTS	4001398		INV	12/19/2024	7,722.00	SW 2015 SIDE BY SIDE
167299	5491	WARD, TY M	DEC24		INV	12/19/2024	2,921.00	Per Diem for POST Patr
167300	4917	GREAT WEST ENGINEERING INC	34607		INV	12/19/2024	5,688.00	SW USDA PROGRESS INVOI
167302	4980	AT&T MOBILITY LLC	287289374749NOV24		INV	12/19/2024	1,828.15	CELL PHONE CHARGES NOV
167303	5628	PICTOMETRY INTERNATIONAL CO	US445643		INV	12/19/2024	10,248.59	EAGLEVIEW 2024 FLIGHT
167304	1962	CORPORATE PAYMENT SYSTEMS	4178NOV24		INV	12/20/2024	218.46	Clipboards, coffee, sn
167305	1962	CORPORATE PAYMENT SYSTEMS	3400NOV24		INV	12/20/2024	519.99	Adobe, Glock Training
167306	4886	BO CO TREASURER FTO PACIFIC	35647		INV	12/20/2024	125,660.63	9184 PS Medical and Ph
167307	6018	GENUINE PARTS COMPANY	211924		INV	12/20/2024	82.28	1989 Ford Maint
167308	6018	GENUINE PARTS COMPANY	211923		INV	12/20/2024	67.78	2005 Ford F150 Maint
167309	2320	NORTH 40 OUTFITTERS	041720/B		INV	12/20/2024	34.99	PIPE
167310	2320	NORTH 40 OUTFITTERS	047122/B		INV	12/20/2024	29.99	ADAPTER BUSHING KIT
167311	6045	TMA @ YOUR SERVICE, LLC	34786		INV	12/20/2024	802.00	wellness Program Fee D
167313	6123	PILLSBURY WINTHROP SHAW PIT	8629090		INV	12/20/2024	450.00	General Aviation
167314	3030	EVANS CRAVEN & LACKIE	132533		INV	12/20/2024	116.00	General Matters
167315	3030	EVANS CRAVEN & LACKIE	132534		INV	12/20/2024	406.00	Cimbalik
167316	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF5877		INV	12/23/2024	10.18	Trans Fluid Clr Pipe R

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167319	6238	YELLOW DOG VENTURES LLC	43479		INV	12/23/2024	1,948.76	RANGER REPAIRS
167320	6141	95 EXPRESS LLC	1076		INV	12/23/2024	500.00	Car Wash Membership
167321	3162	TAYLOR & SONS CHEVROLET	87056		INV	12/23/2024	268.43	CHEVY SERVICE
167322	310	GALLS PARENT HOLDINGS LLC	029968891		INV	12/23/2024	77.28	Uniform Pants
167323	310	GALLS PARENT HOLDINGS LLC	029947665		INV	12/23/2024	171.42	Uniform Pants
167324	310	GALLS PARENT HOLDINGS LLC	029930224		INV	12/23/2024	9.47	Chaplain Instant ID Pa
167325	310	GALLS PARENT HOLDINGS LLC	029930222		INV	12/23/2024	82.68	Uniform Pants
167326	2592	CO-OP GAS AND SUPPLY CO	40701		INV	12/23/2024	192.96	CASTERS SHOP SUPPLIES
167327	3934	ACI NORTHWEST INC	74956		INV	12/23/2024	297.00	vestibule Heater
167328	6012	STEPHEN M MATHIS	DEC24		INV	12/23/2024	300.00	Group Counseling-Decem
167329	482	KAMINSKY, SULLENBERGER & AS	2025-08-06		INV	12/23/2024	375.00	Cowell- FTO Training
167330	3851	BONNER COUNTY SHERIFF	NOV24		INV	12/23/2024	2,038.89	Juvenile Detention Mea
167331	3696	REDWOOD TOXICOLOGY LABORATO	117101202411		INV	12/23/2024	203.91	Drug Testing
167332	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF6096		INV	12/23/2024	318.17	A/C Element, Oil Filte
167333	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF6095		INV	12/23/2024	206.70	Calipers
167334	5887	PREMIER LAND SERVICE LLC	1264		INV	12/23/2024	6,921.85	Em Bonfire Rugged Acre
167335	4433	MAJESTIC VIEW	INV0347		INV	12/23/2024	11,092.50	EM Bonfire BCSW-01-19W
167336	4595	RIVER VALLEY BEACON	5822		INV	12/23/2024	39.90	BOCC_Ad-FairBoard Inte
167337	5284	NORTHWEST FIBER LLC	208-189-0229DEC24		INV	12/23/2024	11,550.91	BONNER COUNTY SUMMARY
167338	1089	DIRECT AUTOMOTIVE DISTRIBUT	01IF6245		INV	12/23/2024	334.48	Eng Oil Retainer, Brak
167339	1670	TRAVELERS CL REMITTANCE CEN	2092H3258-2024		INV	12/23/2024	175.00	2025 Bond - Clerk
167340	5284	NORTHWEST FIBER LLC	208-265-5471DEC24		INV	12/23/2024	1,983.31	NON-EMERGENCY PHONES L
167341	2705	LAKEVIEW FUNERAL HOME	4366		INV	12/23/2024	325.00	Lakeview invoice for A
167342	1910	BADGER BUILDING CENTER	8001-2093945		INV	12/23/2024	361.40	CLAIM # 20241111
167343	5284	NORTHWEST FIBER LLC	208-266-1117DEC24		INV	12/23/2024	83.00	CLARK FORK ALARM/TELEM

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167344	2705	LAKEVIEW FUNERAL HOME	4367		INV	12/23/2024	175.00	Jena Cody Lakeview inv
167374	6018	GENUINE PARTS COMPANY	213183		INV	12/23/2024	429.42	Batteries * Core depos
167398	1900	AVISTA UTILITIES	0004270000Dec24		INV	12/23/2024	30.37	D1 sander shed electri
167399	1900	AVISTA UTILITIES	1427530000Dec24		INV	12/23/2024	113.07	D1 old shop electric N
167400	1900	AVISTA UTILITIES	6804270000Dec24		INV	12/23/2024	110.16	D1 Pump House Electric
167401	1900	AVISTA UTILITIES	8542220000Dec24		INV	12/23/2024	2,935.11	D1 shop gas, electric
167402	1900	AVISTA UTILITIES	9295605315Dec24		INV	12/23/2024	72.40	Blanchard Pit Electric
167403	3663	INLAND POWER & LIGHT	85450001Dec24		INV	12/23/2024	43.89	Hwy 41 & Old Priest Ri
167404	2544	COLEMAN OIL COMPANY	CP-0206324		INV	12/23/2024	3,618.96	R&B Vehicle Fuel
167405	3188	EVERGREEN SUPPLY	398168		INV	12/23/2024	8.78	D3 - CF, Batteries and
167406	3950	ELITE TIRE & SUSPENSION	146074		INV	12/23/2024	345.00	3L005, Flat Repair
167407	469	J-U-B ENGINEERS INC	0178144		INV	12/23/2024	4,208.97	KN23880 Spirit Lake Cu
167408	2771	OREILLY AUTO PARTS	3456-188069		INV	12/23/2024	14.29	1PU22, Air Charge Cn
167409	6206	PREMIER TIRE LLC	101790		INV	12/23/2024	81.25	D2, 5 Tire Dismounts
167410	6003	RED'S POWER SUPPLY, LLC	3024		INV	12/23/2024	589.43	3R003 and Shop, Jumper
167411	1663	SPOKANE HOUSE OF HOSE	1096973		INV	12/23/2024	185.33	D2 Shop, Angle Grinder
167412	1663	SPOKANE HOUSE OF HOSE	1096437		INV	12/23/2024	162.35	D2 Shop, Towels
167413	3753	STONEWAY ELECTRIC SUPPLY CO	S104528562.001		INV	12/23/2024	51.04	D3 Shop, Light Ballast
167414	2879	SIX ROBBLEES' INC	05P66010		INV	12/23/2024	337.84	D2, Fender Stock
167415	2879	SIX ROBBLEES' INC	05P65963		INV	12/23/2024	183.40	D2 Trucks, Nuts and St
167416	2795	PACIFIC NORTHWEST FUEL	137		INV	12/23/2024	21.33	D1, Propane for Shop
167417	1721	UNIVERSITY OF IDAHO - PANHA	WT2512		INV	12/23/2024	150.00	SEEP Class, One Employ
167418	558	MARY ANN KRAEMER	591727		INV	12/23/2024	35.00	SW SIGN LABELS
167419	3548	WESTERN STATES EQUIPMENT CO	IN003036642		INV	12/23/2024	2,153.68	2TK29, Compressor, Sea

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167420	3548	WESTERN STATES EQUIPMENT CO	CM00180393		CRM	12/23/2024	-41.59	3EX01, Return, Element
167422	3467	IDAHO DEPT OF WATER RESOURC	Dec24		INV	12/23/2024	20.00	IDWR Joint Application
167423	403	HOME DEPOT CREDIT SERVICES	9024628		INV	12/23/2024	288.14	D3 Shop, Plywood, Indu
167424	6342	ROBERT MINTZ	DEC24-2		INV	12/23/2024	139.70	SW TRAVEL MILEAGE
167425	403	HOME DEPOT CREDIT SERVICES	2024100		INV	12/23/2024	125.98	3EX01, Loctite, Extens
167426	965	CANON FINANCIAL SERVICES IN	37029956		INV	01/13/2025	337.47	618797-14_BOCC_11-12/2
167427	403	HOME DEPOT CREDIT SERVICES	524131		INV	12/23/2024	199.00	D3 Shop, Tools
167428	403	HOME DEPOT CREDIT SERVICES	151064		INV	12/23/2024	76.83	D3 Shop, Concrete Mix
167429	403	HOME DEPOT CREDIT SERVICES	1043494		INV	12/23/2024	144.77	D1 Shop, Cleaning Supp
167431	5691	KEITH JOHNSON	DEC24-2		INV	12/23/2024	18.43	SW TRAVEL MILEAGE
167470	1661	SPOKANE COUNTY MEDICAL EXAM	Q4-2024		INV	01/24/2025	5,600.00	4Qtr autopsy invoice
167471	3836	MOON SECURITY SERVICES INC	5757620		INV	01/01/2025	176.00	JSTORMS-MoonSec-EMS1-P
167472	3836	MOON SECURITY SERVICES INC	5757108		INV	01/01/2025	90.00	JSTORMS-MoonSec-PDK-Ad
167473	3222	FEDEX	8-723-26224		INV	12/26/2024	79.44	LOCKBOX SHIPPING COSTS
167474	3904	MICHAEL ROSEDALE	JAN25		INV	12/26/2024	278.00	MEALS FOR ELECTIONS CO
167477	1900	AVISTA UTILITIES	0727737636DEC24		INV	12/26/2024	1,507.18	521 S DIVISION (COUNTY
167480	4573	SCHULTZ, TERESA	DEC24		INV	12/26/2024	278.00	PER DIEM FOR ELECTIONS
167481	1900	AVISTA UTILITIES	7555200000DEC24		INV	12/26/2024	290.87	PROSECUTOR 127 S FIRST
167482	1900	AVISTA UTILITIES	0861150000DEC24		INV	12/26/2024	5,525.51	ADMIN BLDG 1500 HWY 2
167483	1900	AVISTA UTILITIES	6239320000DEC24		INV	12/26/2024	20.20	SANDPOINT AVIATION NDB
167484	1900	AVISTA UTILITIES	5555200000DEC24		INV	12/26/2024	352.11	PROSECUTOR 127 S FIRST
167485	1900	AVISTA UTILITIES	6555200000DEC24		INV	12/26/2024	433.62	PROSECUTOR 127 S FIRST
167486	1900	AVISTA UTILITIES	5803520000DEC24		INV	12/26/2024	2,374.25	JAIL GAS 4001 N BOYER
167487	1900	AVISTA UTILITIES	1695020000DEC24		INV	12/26/2024	362.16	DRIVERS LICENSE BLDG G
167488	1900	AVISTA UTILITIES	5329760000DEC24		INV	12/26/2024	1,203.27	JUSTICE SERVICES GAS 4

WARRANT LIST BY VOUCHER

WARRANT: BOC1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167489	1900	AVISTA UTILITIES	0658340000DEC24		INV	12/26/2024	62.18	SDPT AIRPORT GATE 1100
167490	1900	AVISTA UTILITIES	6865650000DEC24		INV	12/26/2024	133.37	SDPT AIRPORT APPROACH
167491	1900	AVISTA UTILITIES	0569720000DEC24		INV	12/26/2024	423.15	SDPT AIRPORT GLANTZ EQ
167492	1900	AVISTA UTILITIES	1108050000DEC24		INV	12/26/2024	43.15	SDPT AIRPORT WEATHER O
167493	1900	AVISTA UTILITIES	2877230000DEC24		INV	12/26/2024	20.67	SDPT AIRPORT NORTH HAN
167494	1900	AVISTA UTILITIES	1566410000DEC24		INV	12/26/2024	586.78	STORAGE UNIT B 4105 N
167495	1900	AVISTA UTILITIES	2021560000DEC24		INV	12/26/2024	43.00	JUSTICE SVCS C/S SHOP
167496	1900	AVISTA UTILITIES	4679400000DEC24		INV	12/26/2024	181.63	FAIRGROUNDS OFFICE GAS
167497	1900	AVISTA UTILITIES	5107150000DEC24		INV	12/26/2024	216.13	TASK FORCE GAS 4001 N
167498	1900	AVISTA UTILITIES	5925930000DEC24		INV	12/26/2024	20.20	STORAGE UNIT C GAS 410
167499	1900	AVISTA UTILITIES	8658940000DEC24		INV	12/26/2024	417.00	DISPATCH/MARINE PATROL
167500	1900	AVISTA UTILITIES	8679400000DEC24		INV	12/26/2024	481.69	FAIR/GROUNDSKEEPER SHO
167501	965	CANON FINANCIAL SERVICES IN	37065551		INV	12/26/2024	207.82	2YJ14885 COPIER LEASE/
167502	3830	BONNER COUNTY DAILY BEE	2025		INV	12/26/2024	280.02	Acct #224512 - 52 week
167503	1708	UNITED DATA SECURITY	142911		INV	12/26/2024	42.00	Inv. #142911 Tkt. #24
167504	4980	AT&T MOBILITY	701366515		INV	12/26/2024	10,070.00	EM ROIP KIT - TC ENERG
167505	4901	KATIE EDBURG	DEC24.2		INV	12/26/2024	1,057.51	Reimbursement - 2024 N
167506	1900	AVISTA UTILITIES	3650641944DEC24		INV	12/26/2024	481.00	Acct. #3650641944 Serv
WARRANT TOTAL							828,730.30	

** END OF REPORT - Generated by Nichole Janes **



Bonner County
Board of Commissioners

Steve Bradshaw

Asia Williams

Ron Korn

December 31, 2024

CLERK
Item #2

MEMORANDUM

To: Bonner County Commissioners

Re: FY25 EMS Claims in Batch #13

The Auditor's Office presented the FY25 EMS Claims Batch, #13, **Totaling \$1,004.78**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY25 EMS Claims in Batch #13, totaling \$1,004.78.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

DATE: 12/26/2024 WARRANT: EMS1325 AMOUNT: \$ 1,004.78

COMMISSIONER'S APPROVAL REPORT

DRAFT

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1099 EMS TREASURER/WARRANT WARRANT: EMS1325 12/26/2024 DUE DATE: 01/31/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1900 AVISTA UTILITIES		00001		INV	12/26/2024	0727737636DEC24-2	167479	
1 99918	6930	NEWEMSGEN		ELECTRIC		442.23		
2 99918	6980	NEWEMSGEN		OTHER UTIL		562.55		
		Invoice Net				1,004.78		
				CHECK TOTAL		1,004.78		-----
1 INVOICES				WARRANT TOTAL		1,004.78	1,004.78	

DRAFT

WARRANT SUMMARY

WARRANT: EMS1325 12/26/2024

DUE DATE: 01/31/2025

FUND ORG		ACCOUNT			AMOUNT	AVLB BUDGET
999	99918	NEW EMS - GENERAL	999-18-00-000-6930-	UTILITIES - ELECTRICIT	442.23	15,270.66
999	99918	NEW EMS - GENERAL	999-18-00-000-6980-	UTILITIES - OTHER	562.55	15,270.66
FUND TOTAL					1,004.78	
WARRANT SUMMARY TOTAL					1,004.78	
GRAND TOTAL					1,004.78	

WARRANT LIST BY VOUCHER

WARRANT: EMS1325 12/26/2024

DUE DATE: 01/31/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
167479	1900	AVISTA UTILITIES	0727737636DEC24-2		INV	12/26/2024	1,004.78	521 S DIVISION (EMS 40
WARRANT TOTAL							1,004.78	

** END OF REPORT - Generated by Nichole Janes **

DRAFT



Bonner County

Clerk's Office

December 31, 2024

Memorandum

**CLERK
Item #3**

To: Commissioners

From: Clerk's Office – Public Defender

Re: FY 2024 County Indigent Expense Report

Description: Proposed approval and signature of the FY 2024 County Indigent Expense Report, which the County is required to submit to the Public Defense Commission to confirm that the Office is utilizing the annual grants in accordance with Idaho law.

Auditing Review: _____

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: _____

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: NX

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to Clerk's Office
_____ Copy to BOCC Office

A suggested motion would be: **Based on the information before us I move to approve the FY 2024 County Indigent Expense Report.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Asia Williams, Chairwoman

FY 2024 Indigent Defense Expenditure Report
Idaho Code 19-850(c) and IDAPA 61.01.03

County	Bonner	Date Submitted	12/11/2024
Contact Person	Jessica Stephany	Title	Comptroller
Contact Phone	208-265-1437	Contact E-mail	jessica.stephany@bonnercountyid.gov
County has an established joint PD office per Idaho Code 19-859(2)			Yes

PART A.1: FY 2024 TOTAL COUNTY EXPENDITURES ON INDIGENT DEFENSE FUNDED BY THE COUNTY, STATE, OR ANY OTHER SOURCE

1. Expense item	2. County FY 2024 Amount Spent
3. Staff Attorneys (salary/benefits)	\$708,400 / \$220,260
4. Contract Primary Attorneys (salary/benefits)	\$0 / \$0
5. Contract Conflict Attorneys (salary/benefits)	\$155,403 / \$0
6. Support Staff (salary/benefits)	\$448,976 / \$150,013
7. Investigators (salary/benefits)	\$48,816 / \$18,260
8. Social Workers (salary/benefits)	\$0 / \$0
9. Consultants	\$0
10. Evaluations	\$39,862
11. Expert Witnesses	\$18
12. Office	\$46,752
13. Technology	\$7,322
14. Training	\$22,993
15. Transcripts	\$2,412
16. Capital Crimes Defense Fund Premiums	\$0
Investigator Expenses 17. Other Expenses (specify)	\$2,569
District Court Expenses 18. Other Expenses (specify)	\$220,779
19. Other Expenses (specify)	\$0
20. Total	\$2,092,835.00

PART A.2: This question is to assist the State in determining how much money earmarked for public defense remained in the counties on September 30, 2024.

- 1. How much of the PDC Financial Assistance and State Tax Commission quarterly distributions to your county were remaining on September 30, 2024?**

We used all available funds.

PART A.3: Payments/Reimbursements for Indigent Defense Provided in Other Counties?

- 1. Did the County receive payments and/or reimbursements for indigent defense provided in other counties?**

☒ Yes

☐ No

- 2. If yes, what was the total of payments received from the other counties?**

250,000.00 Received from Boundary County.

- 3. Of this total, how much was reimbursement for actual expenses paid by your county?**

250,000.00

PART B: FORMULA FINANCIAL ASSISTANCE INFORMATION		
FY 2024 Formula Financial Assistance Received: \$217,393		
Prior Years Remaining Formula Financial Assistance: \$0		
1. Expense Items	2. Please input FY 2024 and/or prior years' Formula Financial Assistance amounts actually spent. DO NOT include Workload Compliance Assistance	
3. Staff Attorneys (salary/benefits)	\$114,038	/ \$29,959
4. Contract Primary Attorneys (salary/benefits)	\$0	/ \$0
5. Contract Conflict Attorneys (salary/benefits)	\$0	/ \$0
6. Support Staff (salary/benefits)	\$0	/ \$0
7. Investigators (salary/benefits)	\$0	/ \$0
8. Social Workers (salary/benefits)	\$0	/ \$0
9. Consultants	\$0	
10. Evaluations	\$0	
11. Expert Witnesses	\$0	
12. Office	\$18,200	
13. Technology	\$7,322	
14. Training	\$0	
15. Transcripts	\$0	
16. Capital Crimes Defense Fund Premiums	\$0	
17. Other Expenses (please specify) Cell Phones- \$2569 Overage Workforce - \$45,305	\$47,874	
18. Total	\$217,393.00	

Additional Notes

\$45,305 of the Formula Award was used to cover the overage in Workforce Expenses

PART C: WORKLOAD COMPLIANCE ASSISTANCE INFORMATION			
FY 2024 Workload Compliance Assistance: \$178,332			
Remaining Workload Compliance Assistance: \$0			
1. Authorized FY 2024 Workload Compliance Assistance expense items.		2. How the county spent FY 2024 Workload Compliance Assistance (see FY 2024 PDC Financial Assistance Agreement)	
Attorneys (salary/benefits) Total:		\$175,782	
Attorney 1: \$63,689/\$24,202		\$77,900	/ \$22,384
Attorney 2: \$63,689/\$24,202		\$94,197	/ \$26,606
			/
			/
			/
			/
			/
			/
			/
Support Staff (salary/benefits) Total:			
			/
			/
			/
			/
			/
			/
Office Space/Tech/Training/Other:		\$2,550	
Cellphones: \$1,600		\$1,600	
ISB Dues: \$950		\$950	
Total Reported		\$223,637.00	

Additional Notes

n/a

The Workload Assistance Total Reported value is greater than the Workload Assistance Awarded value. Please explain below.

We use the formula award to cover the overage in the workforce amount.

DRAFT

ATTESTATION AND SIGNATURES

Jessica Stephany
Jessica Stephany (12/23/2024 11:01 PST)

(Acknowledgment of Form-Filler or Delegated Party)

Upon submission, this report will move on to the County Clerk for review and signature.

State of Idaho

County of Bonner

On this ____ day of _____, 202 , I certify that all information provided in this form and any other information provided in support thereof is true and accurate.

(Printed Name of Clerk)

[SEAL]

(Signature of Clerk)

I certify (or declare) under penalty of perjury pursuant to the law of the state of Idaho that I certify that all information provided in this form and any other information provided in support thereof is true and accurate. This certification or declaration is made pursuant to IDAHO CODE § 9-1406.



Bonner County Sheriff's Office

4001 N Boyer Road • Sandpoint, ID 83864 • Phone: (208) 263-8417

Sheriff's Office
Item #1

December 10, 2024

Memorandum

To: Commissioners
From: Undersheriff Ror Lakewold
Re: Resolution Awarding Deputy Donald Alt his Handgun Etc.

The Bonner County Sheriff's Office would like to recognize Detention Deputy Donald Alt for his dedication and service. In accordance with Idaho Code 31-830 the Sheriff's Office would like to award his handgun (Glock 17, 9 mm, BHGH751), badge, and retired ID card to him. He retired on December 3rd, 2024.

Legal Review: Bulson

Email is attached verifying that that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to Sheriff's Office

A suggested motion would be: **Based on the information before us, I move to approve Resolution #24- 90 authorizing Undersheriff Ror Lakewold to award Detention Deputy Donald Alt his handgun, badge and retired ID card.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Commissioner Asia Williams, Chairwoman

RESOLUTION NO.24- _____

BONNER COUNTY SHERIFF'S OFFICE
Award Handgun, Badge and ID Card to Deputy Donald Alt

WHEREAS, Idaho Code §31-830 provides for the awarding of the handgun, badge and Retirement ID upon retirement; and;

WHEREAS, Deputy Donald Alt retired on December 3rd, 2024 from the Bonner County Sheriff's Office; and

WHEREAS, it is the wish of the Board to utilize said provision to show appreciation to Deputy Donald Alt for his dedication and service to Bonner County

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, Bonner County, Idaho, that Deputy Donald Alt be awarded his handgun (Glock model 17, 9 mm, BHGH751), his badge and a retired ID card under provisions stated in Idaho Code 31-830.

ADOPTED as a Resolution of the Board of Commissioners of Bonner County, Idaho on the 31st day of December 2024.

BOARD OF BONNER COUNTY COMMISSIONERS

Asia Williams, Chairwoman

Ron Korn, Commissioner

Steven Bradshaw, Commissioner



Bonner County Sheriff's Office

4001 N Boyer Road • Sandpoint, ID 83864 • Phone: (208) 263-8417

Sheriff's Office
Item #2

December 10, 2024

Memorandum

To: Commissioners
From: Undersheriff Ror Lakewold
Re: Resolution Awarding Sergeant Christopher Bell his Handgun Etc.

The Bonner County Sheriff's Office would like to recognize Patrol Sergeant Christopher Bell for his dedication and service. In accordance with Idaho Code 31-830 the Sheriff's Office would like to award his handgun (Glock 21, 45 ACP, BCDH904), badge, and retired ID card to him upon his retirement. He will retire on January 29th, 2025.

Legal Review: 

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to Sheriff's Office

A suggested motion would be: **Based on the information before us, I move to approve Resolution #24-91 authorizing Undersheriff Ror Lakewold to award Patrol Sergeant Christopher Bell his handgun, badge and retired ID card.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____

Commissioner Asia Williams, Chairwoman

RESOLUTION NO.24- _____

BONNER COUNTY SHERIFF'S OFFICE
Award Handgun, Badge and ID Card to Sergeant Christopher Bell

WHEREAS, Idaho Code §31-830 provides for the awarding of the handgun, badge and Retirement ID upon retirement; and;

WHEREAS, Sergeant Christopher Bell will retire on January 29th, 2025 from the Bonner County Sheriff's Office; and

WHEREAS, it is the wish of the Board to utilize said provision to show appreciation to Sergeant Christopher Bell for his dedication and service to Bonner County

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, Bonner County, Idaho, that Sergeant Christopher Bell be awarded his handgun (Glock model 21, 45 ACP, BCDH904), his badge and a retired ID card under provisions stated in Idaho Code 31-830.

ADOPTED as a Resolution of the Board of Commissioners of Bonner County, Idaho on the 31st day of December 2024.

BOARD OF BONNER COUNTY COMMISSIONERS

Asia Williams, Chairwoman

Ron Korn, Commissioner

Steven Bradshaw, Commissioner



BONNER COUNTY NOXIOUS WEEDS

- 521 S. Division Ave, Suite 216 • Sandpoint, ID 83864
- Phone: (208) 255-5681 ext.6 • Email: chase.youngdahl@bonnercountyid.gov
- Website: <https://www.bonnercountyid.gov/noxious-weeds>

12-31-2024

Memorandum

NOXIOUS
WEEDS
Item #1

TO: Commissioners

FROM: Chase Youngdahl – Director, Noxious Weeds

RE: Selkirk Cooperative Weed Management Area – Cost Share Application

Attached: Selkirk Cooperative Weed Management Area (Selkirk CWMA) 2025 Annual Operating Plan and associated cost share application with a line item budget. These documents are provided by the Idaho State Department of Agriculture (ISDA) for the purpose of applying for noxious weed cost share funding through Cooperative Weed Management Areas. The application Part-B is to be signed by the BOCC of participating counties and the CWMA chairman for ISDA to consider awarding state appropriated funds.

Amounts requested: \$1,200 for Local Early Detection, Rapid Response noxious weed projects (traditionally split with Boundary County), \$12,000 for Neighborhood Cooperative Landowner Herbicide Reimbursement Program (also traditionally split with Boundary County), \$500 for a noxious weed mitigation project in the Sand Creek Corridor, and \$500 for Selkirk CWMA Branded Outreach Items. Budget total: \$14,200 x 8% admin fee = \$15,336.00 total request. Boundary County Auditor's Office serves as the recipient for the funding and fiscal manager for the Selkirk CWMA. All match figures are In-Kind contributions for projected labor & equipment usage—no cash match is used nor required.

Auditing Review: ☒

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: ☒

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: ☐ Original to Noxious Weed Office
☐ Copy to BOCC Office

A suggested motion would be: **Madam Chair, based on the information before us I move to approve the 2025 Selkirk Cooperative Weed Management Area's Annual Operating Plan and associated cost share application for a request from the Idaho State Department of Agriculture in the amount of \$15,336.00 with approximately \$7,600.00 to benefit Bonner County.**

Recommendation Acceptance: ☐ YES ☐ NO

Commissioner Asia Williams, Chairwoman

Date: _____

**2025 Noxious Weed Cost Share Request
Idaho State Department of Agriculture**

Applications Due January 31, 2025

A. Cooperative Weed Management Area (CWMA) Information:

CWMA Name:	Selkirk
Date of Application:	12/16/2024
CWMA Contact Name:	Chase Youngdahl
Contact Phone:	208-255-5681ext.6 or 208-610-3566
Contact E-mail Address:	chase.youngdahl@bonnercountyid.gov
Contact Mailing Address:	521 S. Division Ave, Ste. 216 - Sandpoint, ID 83864
Recipient Name (payee):	Boundary County
Recipient Phone:	208-267-2242
Recipient E-mail Address:	gposton@boundarycountyid.org
Recipient Mailing Address:	P.O. Box 419 - Bonners Ferry, ID 83805
Recipient Federal ID#:	82-6000287
Recipient UEI #:	XPAHL4N7QAA1

B. Estimated AOP Activity Summary:	
Total estimated acres to be treated - chemical	1,540
Total estimated acres to be treated - mechanical	200
Total estimated acres to be treated - grazing	0
Total estimated acres to be treated - bio-control	100
Total estimated acres to be inventoried	8,550
Total estimated acres to be replanted	150
Number of acres for New Invaders (the response must not	30
Total estimated number of public contacts	20,375

C. Chemical Storage - This information is necessary to ensure that a proper chain of custody and accountability is maintained for all chemicals purchased with grant funds.

1. Describe chemical storage facility:	Enclosed, ventilated, secured buildings. Chemical area in locked cage within building.	
a. Is it locked?	Yes	No
b. Who has access?	County Noxious Weed Control personnel & County Emergency Management personnel	
c. Do you maintain a log of items received/used or distributed?	Yes	No

2. Please list anticipated chemical purchases (herbicides, surfactants and dyes) for the period of March 15, 2025 through December 1, 2025. Add rows if needed. Only include information on purchases that will be made with grant funds.

Chemical/Description	Quantity	Purpose
Milestone	25 qts	Project Priority #2
Opensight	20 lbs	Project Priority #2
HighNoon	10 gal	Project Priorities #2 & #3
Escort (or generic)	5 lbs	Project Priorities #1 & #2
Telar (or generic)	1 lb	Project Priority #2
2,4-D, MCPA, MCPP	50 gal	Project Priority #2
Curtail (or generic)	10 gal	Project Priority #2
dicamba	20 gal	Project Priorities #1 & #2
triclopyr	20 gal	Project Priorities #1 & #2
adjuvants	40 gal	Project Priorities #1, #2 & #3
seed	500 lbs	Project Priority #2

D. CWMA Steering Committee List (insert rows if needed):

Name	Title	Address	City	Zip Code	Phone	Email
Chase Youngdahl	Chairman	521 S. Division Ave, Ste. 216	Sandpoint	83864	208-255-5681 Ext. 6	chase.youngdahl@bonnercountyid.gov
Dave Wenk	Vice Chairman	P.O Box 267	Bonnerr Ferry	83805	208-267-5341	dwenk@boundarycountyid.org
Jennifer Jensen	Recording Secretary	4205 N. Boyer Ave.	Sandpoint	83864	208-263-8511	jenjensen@uidaho.edu
Jeremy Kleinsmith	USFS	1602 Ontario St.	Sandpoint	83864	208-265-6622	jeremy.kleinsmith@usda.gov
Jonathan Luhnow	IDL	6327 Main St.	Bonnerr Ferry	83805	208-267-5577	jluhnow@idl.idaho.gov
Robert Akins	IDFG	2885 W. Kathleen Ave.	Coeur d'Alene	83815	208-412-3738	robert.akins@idfg.idaho.gov
Maeve Nevins-Lavtar	City of Sandpoint	1123 Lake St.	Sandpoint	83864	208-946-2711	mnevinslavtar@sandpointidaho.gov
Bill Pittman	Stimson Lumber	7600 N. Mineral Dr, Ste. 400	Coeur d'Alene	83815	208-762-6550	bpittman@stimsonlumber.com
Shelby Therrian	KTOI	P.O Box 1296	Bonnerr Ferry	83805	208-603-0034	shelby.therrian@kootenai.org
Asia Williams	Commissioner (advisory)	1500 Hwy 2, Ste. 308	Sandpoint	83864	208-265-1438	asia.williams@bonnercountyid.gov
Tim Bertling	Commissioner (advisory)	P.O. Box 419	Bonnerr Ferry	83805	208-267-7723	commissioners@boundarycountyid.org

E. CWMA Contributor's List. Do not include ISDA funds or ISDA personnel (insert rows if needed). This information is needed to track in-kind contributions and verify interagency participation. The contact is the person who keeps information needed to verify contributions.

Contribution Category	Cooperator	Contact	Phone
Federal Govt.	USFS	Jeremy Kleinsmith	208-265-6622
Landowner/Private	Bonner County	Chase Youngdahl	208-255-5681
Landowner/Private	Boundary County	Dave Wenk	208-267-5341
Non-Federal Govt.	Bonner County	Chase Youngdahl	208-255-5681
Non-Federal Govt.	Boundary County	Dave Wenk	208-267-5341
Non-Federal Govt.	IDL	Jonathan Luhnnow	208-267-5577
Non-Federal Govt.	IDFG	Robert Akins	208-412-3738
Other	All (committee)	Chase Youngdahl	208-255-5681

ISDA Noxious Weed Cost Share Program Line Item Budget Categories

This form for use with ISDA's 2025 Noxious Weed Cost Share Program.

CWMA Name: SELKIRK CWMA

Recipient Name (if different from CWMA): Boundary County

Expenses to be considered for funding

Instructions: List estimated expenditure amounts within the categories below. Add rows as needed to insert budget items within categories.

A 1:1 Match required. Match does not need to equal budget amounts within categories, as long as the 1:1 match is met overall.
Personnel costs can be used as match.

I. Service Contracts			
(i.e. aerial spraying, surveying, mapping, or grazing contracts. This category is not for labor or salaries paid directly to individuals.)			
Description	Vendor(s) (if known)	Priority	Amount
Total			\$ -

2025 Award Amounts

State Funds Federal Funds

\$0.00 \$0.00

II. Specific Use Supplies			
(i.e. chemicals, herbicide, seed, or biocontrol agents - please specify the genus species and whether or not monitoring for those species has occurred to determine their presence/absence.)			
Description	Vendor(s) (if known)	Priority	Amount
Local EDRR Noxious Weeds Project - Herbicides	Statewide Contract	1	\$ 1,200.00
Neighborhood Cost Share - Landowner Herbicide & Seed Reimbursement	Unknown	2	\$ 12,000.00
Sand Creek Corridor Project - Herbicides	Statewide Contract	3	\$ 500.00
Total			\$ 13,700.00

\$0.00 \$0.00

III. Field Supplies & Mapping Costs

(i.e. backpacks, shovels, GPS units, spray gear)

Description	Vendor(s) (if known)	Priority	Amount
Total			\$ -

\$0.00

\$0.00

IV. Rental of Vehicles & Equipment

Description	Vendor(s) (if known)	Priority	Amount
Total			\$ -

\$0.00

\$0.00

V. Labor

This category is for labor costs that will be paid directly to individuals.

(Labor costs specific to work identified in AOP. The purpose of cost share funds is to supplement not replace local funds. Administrative staff, weed superintendents or other paid employees already in place are not considered allowable expenses for state funds, but may be allowable expenses with federal funds.)

Description	Vendor(s) (if known)	Priority	Amount
Total			\$ -

\$0.00

\$0.00

VI. Education, Outreach & Awareness

(i.e. weed book publications, mailers, flyers, etc.) Only up to \$500.00 total will be awarded per CWMA

Description	Vendor(s) (if known)	Priority	Amount
CWMA Promotional Outreach Items	4Imprint	4	\$ 500.00
Total			\$ 500.00

\$0.00 \$0.00

VII. Subtotal

\$ 14,200.00

\$0.00 \$0.00

VIII. Administrative Fee

(Administrative fees may be used for any purpose, including support staff. The fee cannot exceed 8% of all expenditures.)

\$ 1,136.00

\$0.00 \$0.00

IX. Total Request

\$ 15,336.00

\$0.00 \$0.00

X. Estimated Match

Description	Amount
Federal Government	\$ 3,500.00
Non-Federal Government	\$ 12,500.00
Private Landowner	\$ 25,000.00
Total	\$ 41,000.00

Signature

12-16-24
Date

Authorized to sign on behalf of Selkirk CWMA

2025 Annual Operating Plan

CWMA: Selkirk

Priority # 1

Name of Priority: **Local EDRR Noxious Weeds Project**

Idaho Noxious Weed(s) to be targeted: **Tansy Ragwort, Small Bugloss, Brooms, large Knotweed complex, Phragmites, Yellow Flag Iris, Poison H**

Type of Project:

(Mark all that apply)

Contract

☐

Supplies

☒

Equipment

☐

Rentals

☐

Labor

☐

Education

☐

Who is doing the work? **Bonner & Boundary County staff + CWMA partners on larger/more remote areas**

Where will the work take place? **Bonner & Boundary Counties**

When will the work take place in 2024?

April - October

How long has the project been going on?

10+ Years

How Many additional years will the project continue?

Continual *Add additional details

What are the benefits of this project?

To keep new invading noxious weeds & small populations of listed species from passing the threshold into the control category.

What are the consequences of not doing this project?

Increased acres infested and lost local EDRR opportunities.

Tools/Resources required for this priority:

ATVs/UTVs/Side-By-Sides, backpack sprayers, hand sprayers, pruning shears, hand saws, power sprayers, boats, herbicides.

Total Estimated Acres to be treated?

30

Treatment methods to be used? **Foliar Herbicide, Cut-Stump & Stem Injections**

Estimated number of acres to be inventoried?

1,500

Estimated number of acres to be revegetated? **0**

Estimated number of public contacts?

2,500

Tools/Resources to be purchased with grant funds for this priority:

Herbicides

Estimated Match for Priority: **\$ 8,000.00**

ISDA Request for Priority: **\$ 1,200.00**

Total Cost of Priority: **\$ 9,200.00**

2025 Annual Operating Plan

Additional Priority details:

This is an inherently ongoing project with no tangible sunset, however, sites & focal species vary from year-to-year, depending on reports from the public and/or CWMA committee members. The request is a pretty small ask, but it makes a significant difference for building goodwill while achieving EDRR strategies. Of note for 2025 is a potential Small Bugloss project in Boundary County, and a strong push to hopefully finish off some Tansy Ragwort & Scotch Thistle infestations in Bonner County. Saltcedar, Phragmites and Leafy Spurge sites were considered eradicated in 2024, will monitor and mop-up in 2025 if necessary.

Other projects will be need based, depending on what shows up in surveys. Any arrivals of potential new species would be an automatic EDRR situation and highest priority--Yellow Starthistle and Viper's Bugloss are close to the Selkirk boundaries.

2025 Annual Operating Plan

CWMA: Selkirk

Priority # 2

Name of Priority: **Neighborhood Cooperative Cost Share**

Idaho Noxious Weed(s) to be targeted: **Spotted Knapweed, Canada Thistle, Oxeye Daisy, Hawkweeds, Toadflaxes, Hoary Alyssum, Houndstongue**

Type of Project:

(Mark all that apply)

Contract

☐

Supplies

☒

Equipment

☐

Rentals

☐

Labor

☐

Education

☐

Who is doing the work?

Bonner & Boundary County Private Landowners

Where will the work take place?

Bonner & Boundary Counties

When will the work take place in 2024?

April - September

How long has the project been going on?

10+ Years

How Many additional years will the project continue?

Continual *Add additional details

What are the benefits of this project?

Landowner support & buy-in for noxious weed control

What are the consequences of not doing this project?

Losing ground on objectives for control & contain category noxious weeds

Tools/Resources required for this priority:

ATVs/UTVs/Side-By-Sides, Tractors, Backpacks, Power Sprayers, Seed (and its application equipment), Herbicides, Staff for processing documentation

Total Estimated Acres to be treated?

500

Treatment methods to be used?

Foliar Herbicide Applications

Estimated number of acres to be inventoried?

1,500

Estimated number of acres to be revegetated? **75**

Estimated number of public contacts?

3,000

Tools/Resources to be purchased with grant funds for this priority:

Reimbursements for Herbicides & Pasture Seed

Estimated Match for Priority:

\$ 25,000.00

ISDA Request for Priority:

\$ 12,000.00

Total Cost of Priority:

\$ 37,000.00

2025 Annual Operating Plan

Additional Priority details:

As is the case with project priority 1, this project is inherently ongoing with no sunset for now, but areas of focus differ from year-to-year. For example, a large landowner may treat one portion of their property, and rotate to other areas of the property to where it takes several years to cover everything. And various landowners come and go through the program, based on needs and ability to commit. Additionally, we are still experiencing massive population growth in north Idaho, so there is a continual stream of new landowners learning about the program through neighbors or our educational outreach. Every year turns out to be different. The landowners are responsible for purchasing and applying the herbicide while keeping/maintaining proper documentation to comply with the fiscal controls laid out in the cost share handbook. The program is part of the CWMA's strategy to keep Control category noxious weeds from needing to be elevated to Contain, and to maintain appropriate maintenance levels for the Contain category noxious weeds. This neighborhood program seems to be the most effective and consist way to have large tracts of private property cleaned up.

Some of our Contain category noxious weeds are borderline naturalized (primarily Spotted Knapweed & Oxeye Daisy), but there is still a statutory obligation for landowners to control them. Bonner & Boundary Counties use this program as a component of landowner compliance assistance with §22-2407.

2025 Annual Operating Plan

CWMA: Selkirk

Priority # 3

Name of Priority: **Sand Creek Corridor Project**

Idaho Noxious Weed(s) to be targeted: **Hawkweeds, Canada Thistle, Spotted Knapweed, Oxeye Daisy**

Type of Project:

(Mark all that apply)

Contract

☐

Supplies

☒

Equipment

☐

Rentals

☐

Labor

☐

Education

☐

Who is doing the work?

Bonner County personnel, CWMA partners & KNPS volunteers

Where will the work take place?

Sand Creek Corridor - Bonner County

When will the work take place in 2024?

May - August

How long has the project been going on?

New Project

How Many additional years will the project continue?

1 Year

What are the benefits of this project?

Contribution to Sand Creek Connections' land stewardship goals

What are the consequences of not doing this project?

Lost partnership opportunities

Tools/Resources required for this priority:

Backpack Sprayers, Power Sprayers, Herbicides

Total Estimated Acres to be treated?

10

Treatment methods to be used?

Foliar Herbicide Applications

Estimated number of acres to be inventoried?

50

Estimated number of acres to be revegetated?

0

Estimated number of public contacts?

75

Tools/Resources to be purchased with grant funds for this priority:

Herbicides

Estimated Match for Priority: **\$ 2,500.00**

ISDA Request for Priority: **\$ 500.00**

Total Cost of Priority: **\$ 3,000.00**

2025 Annual Operating Plan

Additional Priority details:

The Sand Creek Corridor near the cities of Sandpoint and Ponderay has generated an organized effort via the Sand Creek Connections group to work towards promoting healthy, vibrant conditions throughout this unique area. Encouraging land stewardship among the public and landowners is one area of focus. Bonner County Noxious Weeds worked in conjunction with the Kinnickinnick Native Plant Society (KNPS) to inventory vegetation in this corridor from a public trail crossing known as Popsicle Bridge to the bridge on Kootenai Cutoff Road. This included a survey of the marginal areas via kayak, and a land based survey beyond the aquatic margins. Noxious weeds inventoried include Orange/Yellow Hawkweeds, Spotted Knapweed, Oxeye Daisy and Canada Thistle—with densities ranging from moderate to high. A lead volunteer with the KNPS has established initial contact with several landowners in this corridor regarding noxious weeds. Bonner County Noxious Weeds personnel will follow-up with these landowners to address the obligations for control measures.

2025 Annual Operating Plan

CWMA: Selkirk

Priority # 4

Name of Priority: CWMA Branded Outreach Items

Idaho Noxious Weed(s) to be targeted: All

Type of Project:

(Mark all that apply)

Contract

☐

Supplies

☐

Equipment

☐

Rentals

☐

Labor

☐

Education

☒

Who is doing the work?

CWMA Members & Partners

Where will the work take place? Bonner & Boundary Counties

When will the work take place in 2024?

April - November

How long has the project been going on? 2 Years

How Many additional years will the project continue?

Continual *Add additional details

What are the benefits of this project?

Provides a conduit for education & awareness with tangible & useful items

What are the consequences of not doing this project?

Lost opportunities for further education & awareness related to noxious weeds

Tools/Resources required for this priority:

Branding Programs (online)

Total Estimated Acres to be treated?

N/A

Treatment methods to be used?

N/A

Estimated number of acres to be inventoried?

N/A

Estimated number of acres to be revegetated? N/A

Estimated number of public contacts?

12,000

Tools/Resources to be purchased with grant funds for this priority:

CWMA Outreach Items

Estimated Match for Priority: \$ 1,500.00

ISDA Request for Priority: \$ 500.00

Total Cost of Priority: \$ 2,000.00

2025 Annual Operating Plan

Additional Priority details:

This educational tool was first utilized in 2023, and continued in 2024. Pens, Small Tote Bags, Drawstring Packs and Notepads were produced in 2023 & 2024 and distributed at the county fairs, workshops, seminars and in the office reception areas of the respective CWMA members. The items included our CWMA's name, a web link to ISDA's CWMA info page, a web link to the CWMA's noxious weed handbook, a short slogan and an illustration of a Spotted Knapweed flower head. If our 2025 request is granted, a poll will be distributed to CWMA members for desired new items. The specs and info would remain the same, unless the CWMA steering committee decides differently in the 1st quarter meeting. With our top 2 project priorities being inherently ongoing and projected to continue indefinitely into the future, PREVENTION is important, and it starts with education & awareness. This project could continue off & on indefinitely, depending on the pace of item distribution.

2025 Annual Operating Plan

CWMA: Selkirk

Priority # 5

Name of Priority: **Public Lands Projects - Integrated Management**

Idaho Noxious Weed(s) to be targeted: **Spotted Knapweed, Hawkweeds, Canada Thistle, Oxeye Daisy, Toadflaxes, Houndstongue, Perennial Sow**

Type of Project:
(Mark all that apply)

Contract

☐
☐

Supplies

☐
☐

Equipment

☐
☐

Rentals

Labor

Education

Who is doing the work?

Most CWMA Stakeholders

Where will the work take place? **Bonner & Boundary County Public Lands**

When will the work take place in 2024?

April - November

How long has the project been going on?

How Many additional years will the project continue?

What are the benefits of this project?

Reduce the spread of Control & Contain level noxious weeds & promote land stewardship

What are the consequences of not doing this project?

Tools/Resources required for this priority:

Total Estimated Acres to be treated? **1,300 (1,000 chemical, 200 mechanical, 100 biological)**

Treatment methods to be used? **Chemical, Mechanical, Biological**

Estimated number of acres to be inventoried? **5,500**

Estimated number of acres to be revegetated? **75**

Estimated number of public contacts? **2,800**

Tools/Resources to be purchased with grant funds for this priority: **None**

Estimated Match for Priority: **\$ 4,000.00**

ISDA Request for Priority: **\$ 0.00**

Total Cost of Priority: **\$ 4,000.00**

2025 Annual Operating Plan

Additional Priority details:

This project is to control noxious weeds in high use public areas within the CWMA, and include trails/paths, wildlife management areas, mitigation properties, parks/picnic areas, camping areas, open spaces and other public grounds that serve as vectors for spread. CWMA work days are often utilized for pooling of labor & equipment.

The project also includes the release & monitoring of biological control agents as an ongoing component of our integrated management plan.

This project is to demonstrate partnerships in the CWMA, and to contribute in-kind match to the cost share.

DRAFT



BONNER COUNTY NOXIOUS WEEDS

- 521 S. Division Ave, Suite 216 • Sandpoint, ID 83864
- Phone: (208) 255-5681 ext.6 • Email: chase.youngdahl@bonnercountyid.gov
- Website: <https://www.bonnercountyid.gov/noxious-weeds>

12-31-2024

Memorandum

NOXIOUS
WEEDS
Item #2

TO: Commissioners

FROM: Chase Youngdahl – Director, Noxious Weeds

RE: Selkirk Cooperative Weed Management Area – End-of-Year Report

Attached is the Selkirk Cooperative Weed Management Area (Selkirk CWMA) End-of-Year Report for 2024. This report is submitted annually in conjunction with the Annual Operating Plan & cost share application for the next year. This report summarizes noxious weed control activities from Selkirk CWMA members & partners; including projects that received state cost share assistance, as well as projects that were used for In-Kind match. Bonner County benefited from \$5,610.71 in state noxious weed cost share funds in 2024. I was the preparer for this report, as the Selkirk CWMA chairman.

Auditing Review: ✓

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: [Signature]

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to Noxious Weeds Office
 Copy to BOCC Office

A suggested motion would be: **Madam Chair, based on the information before us I move to approve the 2024 Selkirk Cooperative Weed Management Area End-of-Year Report for submission to the Idaho State Department of Agriculture.**

Recommendation Acceptance: ☐ YES ☐ NO _____
Commissioner Asia Williams, Chairwoman

Date: _____

Selkirk Cooperative Weed Management Area

2024

End-of-Year Report



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Introduction

The Selkirk Cooperative Weed Management Area was developed to facilitate effective treatment and coordinate control efforts over the long term across jurisdictional boundaries. The Selkirk CWMA has continued to develop prioritized control, management goals, and identified management strategies to meet the goals as outlined in the strategic plan.

The control goals of the Selkirk CWMA are as follows: Prevent and immediately eradicate new occurrences of noxious weed species which are designated EDRR at the CWMA level; reduce pioneering colonies of noxious weed species having the potential for control and eventual site specific eradication; contain widespread noxious weeds and keep at suitable maintenance levels.

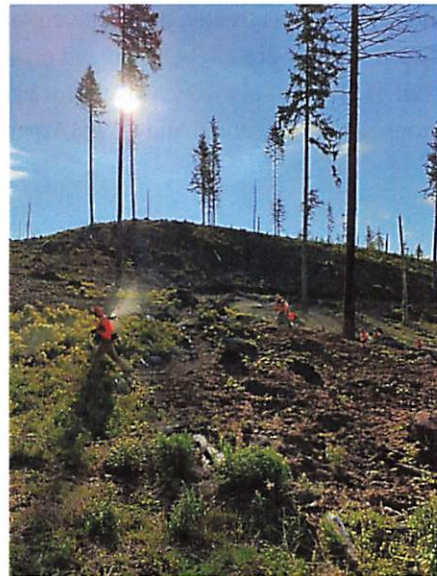
The area covered by this strategic plan includes the counties of Bonner and Boundary in Idaho (see map, page 10). The 2024 annual operating plan was the blueprint for project development and execution for the 2024 season.

The noxious weeds controlled within the area of the strategic plan in 2024 included the following: Rush Skeletonweed, Scotch Broom, Scotch Thistle, Tansy Ragwort, large Knotweeds, Small Bugloss, Yellow Flag Iris, Hoary Alyssum, Knapweeds, Hawkweeds, Oxeye Daisy, Houndstongue, Perennial Sowthistle, Canada Thistle, Field Bindweed and Yellow + Dalmatian Toadflaxes.

The Selkirk CWMA officers for 2024 were Chase Youngdahl – Chairman, Dave Wenk– Vice Chairman, and Jennifer Jensen – Recording Secretary. The members include private land managers; city, county, and tribal governments; as well as state and federal land managers, and is detailed out in Appendix I.



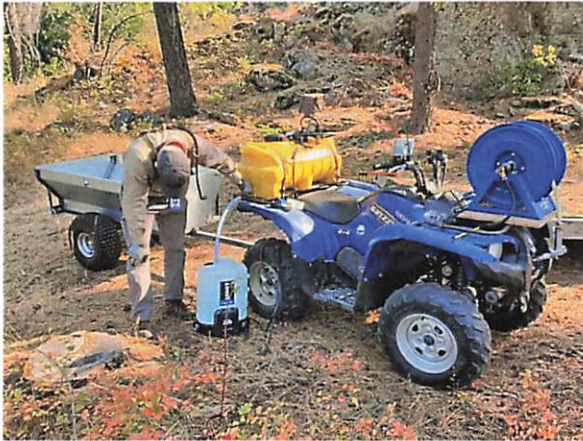
Annual Weeds/Pesticides Seminar for north Idaho



IDL Unit Spraying

Priority #1

New Invaders (EDRR Noxious Weeds at the CWMA level)



Scotch Broom project in the Hope Hills

The Selkirk CWMA new invaders & small infestation (EDRR) projects in Bonner and Boundary counties included the herbicide treatment of 3 acres of Scotch Thistle, 6.6 acres of Scotch Broom, 1.9 acres of large Knotweeds, 1.5 acres of Yellow Flag Iris and 10 acres of Tansy Ragwort. Additionally; about a ½ acre of Scotch Broom was treated using the cut-stump method, and seed heads were clipped/ bagged on 1 acre of 2nd year Scotch Thistles. This work was performed by county noxious weeds personnel and CWMA partners.

Efforts to address EDRR species at the local level is the first priority for the Selkirk CWMA. Diligent efforts are being put forth to totally eradicate these species CWMA-wide, but at minimum, to eradicate colonies annually. Scotch Thistle, Scotch Broom, Tansy Ragwort, large Knotweeds and Yellow Flag Iris were the species treated in 2024. A plot of about 1,000 square feet of Small Bugloss was treated. Phragmites, Leafy Spurge and Puncturevine were species treated in 2023 that were considered eradicated during 2024 surveys.



Treated Bohemian Knotweed

Summary	
Acres Treated (chemical):	23
Acres Treated (mechanical):	1.5
Acres Inventoried:	350
Public Contacts:	2,500
ISDA Funds Used:	\$787.63

Chemicals purchased	Quantity
Vastlan	5 gals
E2	2.5 gals
surfactant	2.5 gals

Priority #2

Neighborhood Cooperative Cost Share

This project within the Selkirk CWMA helps private landowners contain noxious weeds on their property by providing financial assistance of up to \$500 per landowner in Bonner County and \$400 per landowner in Boundary County for herbicide reimbursements. The benefits of the project are of significance to not only private landowners, but public property managers as well; by containing and controlling the spread of noxious weeds, especially airborne seed species, such as Hawkweeds and Canada Thistle. Other Idaho noxious weeds targeted by landowners included Spotted Knapweed, Oxeye Daisy, Dalmatian & Yellow Toadflaxes and Houndstongue. In addition, landowners also had the opportunity to receive some assistance for the purchase of perennial grass seed in order to re-vegetate their property more quickly and efficiently.

County noxious weeds personnel, along with the county noxious weed advisory boards, screen and approve applications and perform routine audits on their work. Landowner herbicide application records are required for documentation, and cost share Exhibit 15a is part of the application packet.

There was participation from 26 groups in the Selkirk CWMA during the 2024 season—new customers and repeats for ones that treat their larger properties on a rotational basis. Nineteen landowner groups in Boundary County received cost share funding assistance totaling \$5,816.61, resulting in 239 acres treated with herbicide plus 68 acres re-planted. Seven landowner groups in Bonner County received cost share funding assistance totaling \$4,710.58, resulting in 232 acres treated with herbicide.

Chemicals purchased	Quantity
<i>Milestone</i>	<i>26 qts</i>
<i>Opensight</i>	<i>21 lbs</i>
<i>2,4-D</i>	<i>39 gals</i>
<i>Weedmaster/dicamba</i>	<i>21 gals</i>
<i>Crossbow</i>	<i>2 gals</i>
<i>Prescott</i>	<i>2.5 gals</i>
<i>MCP</i>	<i>5 gals</i>
<i>Escort</i>	<i>64 oz</i>
<i>surfactants</i>	<i>20 gals</i>
<i>seed</i>	<i>426 lbs</i>

Summary	
Acres Treated:	471
Acres Planted:	68
Acres Inventoried:	1,322
Public Contacts:	2,300
ISDA Funds Used:	\$10,527.19

Priority #3

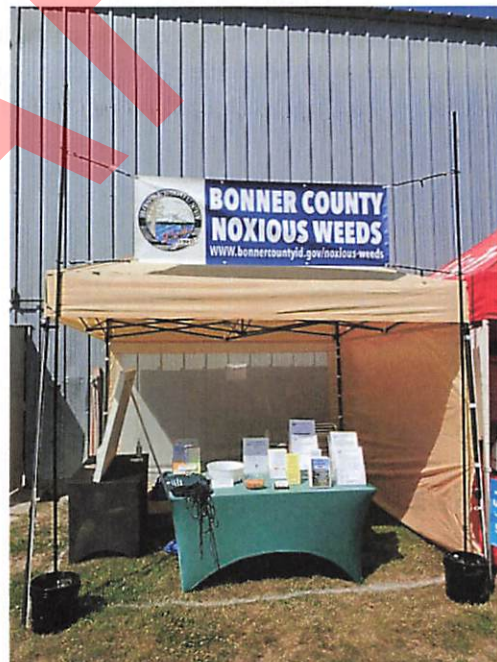
Public Education – CWMA Branded Outreach Items

2024 educational engagements included a Weeds/Pesticide Recertification Seminar in Bonner County, master gardener classes in both Bonner & Boundary Counties, a master naturalist class in Bonner County, a table at Idaho Forest Owner's field day, a biocontrol workshop in Boundary County and Fair displays in both counties. The Bonner County Noxious Weeds Superintendent authored 6 "Weed of the Month" articles in a regional publication. CWMA members distributed Selkirk CWMA's Noxious Weed Handbook over the course of the year at their offices and at several educational functions. Additionally, the Selkirk CWMA procured branded promotional items, which included drawstring sport bags and notepads. These items were a hit at the county fairs, and not only drew additional fair attendees to further scope out our displays, but provided tangible messaging to serve as a reminder regarding noxious weeds.



2024 Outreach Items

Items Purchased	Quantity
<i>Notepads</i>	<i>250</i>
<i>Drawstring Packs</i>	<i>175</i>



2024 Bonner County Fair Display

Summary	
Public Contacts (total):	15,000*
Public Contacts promo item specific:	300
ISDA Funds Used:	\$500.00

Priority #4

Public Lands Project

This project encompasses various stakeholders and land management agencies treating noxious weeds as part of their overall management activities.

Idaho Department of Lands treated noxious weeds on 139 miles of state forest roads north of Priest River in Bonner County, and 422 acres were treated across multiple units in Bonner & Boundary Counties. IDL also targeted infestations of Dalmatian Toadflax in south Bonner County totaling 5 acres, and contributed to Bonner & Boundary County's EDRR projects; Bohemian Knotweed on Deep Creek in Boundary, and Scotch Thistle near Vay in Bonner.

The North Zone of the Idaho Panhandle National Forest (IPNF) weeds crew primarily focused their time treating roadsides and high-use recreation areas on Forest Service lands in 2024. Other additional projects included overseeing and working with an Idaho Conservation Corps youth crew for weed treatments in the IPNF backcountry near Boulder Meadows as well as the manual removal of Rush Skeletonweed (*Chondrilla juncea*) near Sam Owen Campground, and hosting a cooperative spray day on Kalispell Island focusing on the treatment of Houndstongue (*Cynoglossum officinale*). EDRR treatments were conducted on Tansy Ragwort (*Senecio jacobaea*) found on the Grouse Creek seed orchard property, as well the treatment of Phragmites (*Phragmites australis*) located on administrative grounds. All totaled 217 acres.

Stimson Lumber Company treated 30 miles of roadsides within the Selkirk CWMA boundaries, 615 acres of spring treatment broadleaf noxious & nuisance weeds in the rosette stage, as well as 1,123 acres of summer treatments on bolted noxious weeds—the acreage total also includes brushy vegetation as part of Stimson's timber operations. Identified 1 acre of EDRR noxious weed, Scotch Thistle, which was treated by Bonner County personnel under the cost share.

Idaho Fish & Game – Pend Oreille WMA staff assessed and treated noxious weeds to improve wildlife habitat on POWMA managed properties; including land owned by IDFG, USACE and Avista Corp. Restored areas in the Clark Fork Delta and Pack River Delta were areas of focus. 27 treatment days were logged across 17 sites, covering 142.5 acres treated, with 600 acres inventoried and 15 acres planted.

Summary	
Acres Treated (chemical):	2,524.5
Acres Treated (mechanical):	20
Acres Inventoried	4,000
Acres Planted	15
Public Contacts:	4,500
ISDA Funds Used:	\$0



*Dalmatian Toadflax
targeted on IDL ground*

Priority #5

Biological Control

In 2024, Bonner County Noxious Weeds & private landowners released 400 *Cyphocleonus achates* for Spotted Knapweed on six sites. Boundary County also released 400 *Cyphocleonus achates* for Spotted Knapweed, as well as 200 *Mecinus janthinus* for Yellow Toadflax. Bonner & Boundary Counties also assisted the University of Idaho's biocontrol research program with providing evaluation sites.

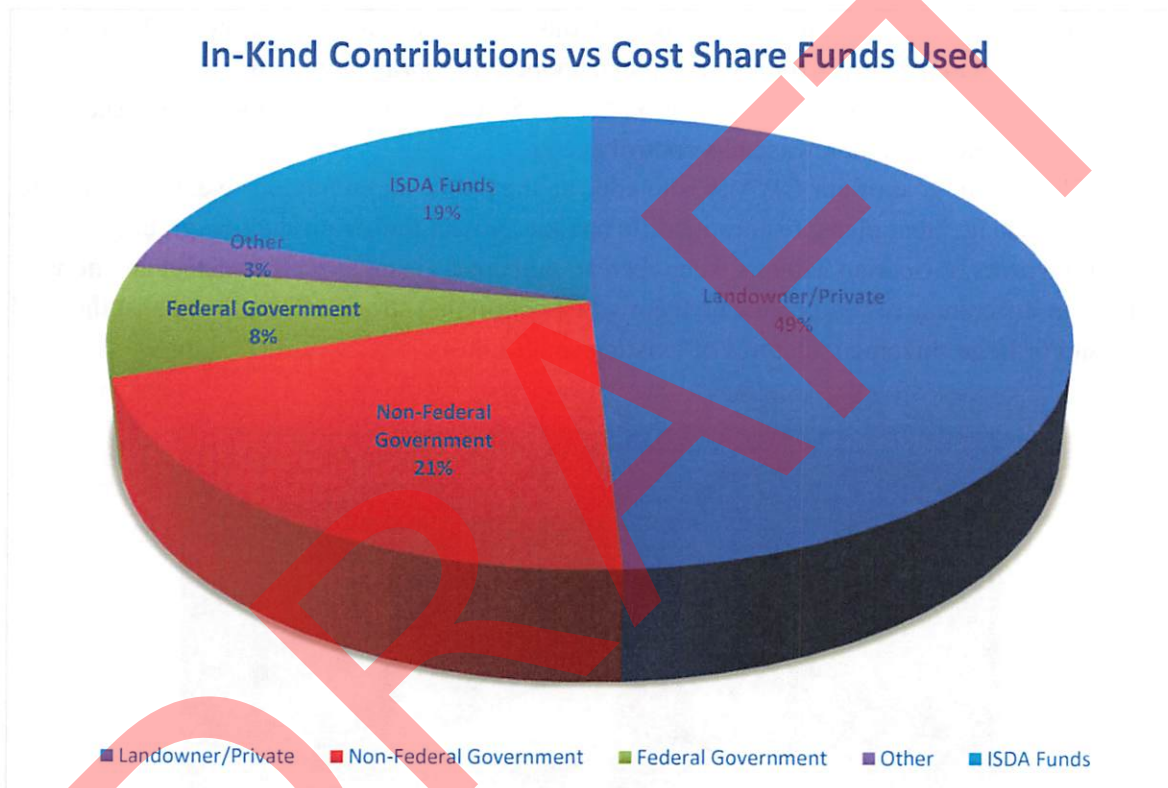


University researchers evaluating Mogulones crucifer populations on Houndstongue

Summary	
Acres Treated:	50
Acres Inventoried:	400
Total Releases:	1,000
<i>Cyphocleonus achates</i>	800
<i>Mecinus janthinus</i>	200
Public Contacts:	700
ISDA Funds Used:	\$0

Contributions Illustration

The graph below shows In-Kind contribution vs. ISDA funds used for the 2024 season. Also see Appendix III on page 11 for itemized In-Kind contributions. As illustrated below, the Selkirk CWMA surpassed the required match of 1:1. **Project total: 81% In-Kind, 19% ISDA Funds**



2025 Season Preview

The Selkirk CWMA will continue to work at eradicating and exhausting the seed bank and rhizome structures of local EDRR noxious weeds & be ready to act should new EDRR species be detected during the season, work to contain and control widespread noxious weeds in areas of high risk for spread, and to facilitate the Neighborhood Cooperative Cost Share project. Other activities will include Flowering Rush monitoring, releasing biocontrol agents & assisting biocontrol researchers, and participating in numerous educational opportunities.

Work days will be planned to control noxious weeds and assist cooperators. Tours of bio-control evaluation sites, herbicide trial plots, cooperative spray days, and workshops/seminars may be scheduled during the 2025 field season to highlight goals, share ideas, apply herbicides, and release bio-control agents.

The overall goal of our CWMA is to educate the public about noxious weeds and how to implement management plans, restore wildlife habitat, protect timber production grounds, agricultural areas & riparian habitats, keep recreational areas clean, as well as detect any new invaders in different areas and eradicate them while continuing strong efforts to exhaust the seed banks and/or large rhizome structures of existing small infestations.



Mixing/Loading area at a CWMA work day on Warren Island targeting Scotch Broom

Appendix I

Total Measurable Outcomes – Summary

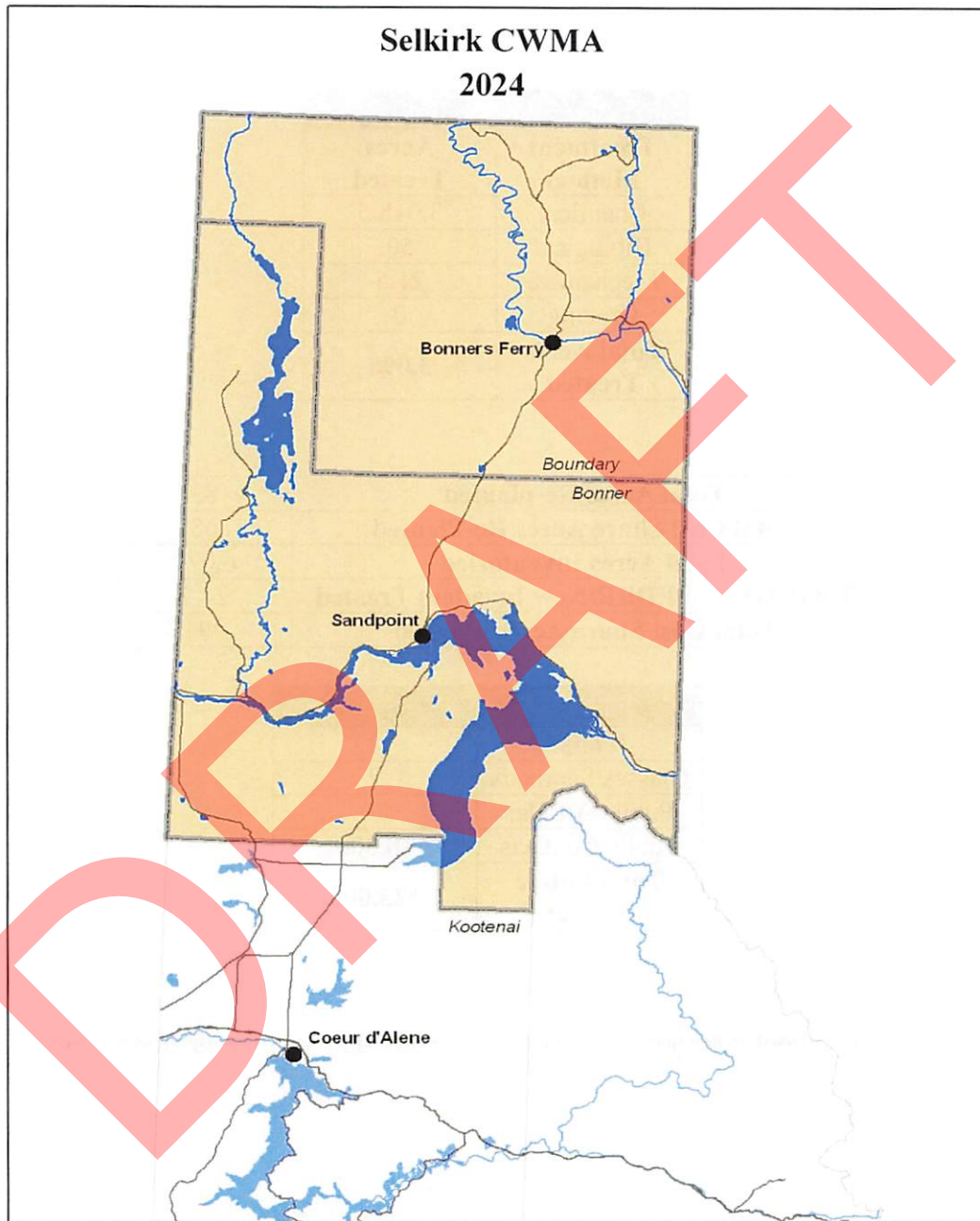
Treatment Acres	
Treatment Method	Acres Treated
Chemical	3,018.5
Biological	50
Mechanical	21.5
Grazing	0
Total Acres Treated	3,090

Total Acres Re-planted	83
Total Cost Share Acres Re-Planted	68
Total Acres Inventoried	6,072
Total Acres of EDRR/New Invaders Treated	24.5
Total Cost Share Acres Treated	494

Public Contacts	
Fairs	2
Classes/Seminars	7
Public Articles	7
Public Contacts	10,300
Total Public Contacts	*25,000

Estimated – based on newspaper and regional journal circulation, as well as display booth visits

Appendix II



Appendix III
Financial Documentation
Selkirk CWMA Contributor List
In-Kind Match Summary

Dates covered by this summary: 05/16/24 to 12/01/24

Contribution Category	Cooperator	Contact	Amount Contributed	Contact Phone
Landowner/Private	Boundary County	Dave Wenk	\$17,520	208-267-5341
Landowner/Private	Bonner County	Chase Youngdahl	\$12,103	208-255-5681x6
Non-Federal Govt.	Boundary County	Dave Wenk	\$336	208-267-5341
Non-Federal Govt.	Bonner County	Chase Youngdahl	\$12,083	208-255-5681x6
Federal Govt.	USFS - IPNF	Jeremy Kleinsmith	\$4,766	208-265-6622

Contribution Category	Grand Totals
Federal Gov't	\$4,766
Landowner/Private	\$29,623
Non-Federal Gov't	\$12,419
Other	\$1,764
Grand Total	\$48,572

Appendix IV

Selkirk Cooperative Weed Management Area – Steering Committee			
Committee Member	Phone #	Email Address	Affiliation
Chase Youngdahl, Chair	208-255-5681 x.6	Chase.Youngdahl@bonnercountyid.gov	Bonner County Noxious Weeds
Dave Wenk, Vice Chair	208-267-5341	dwenk@boundarycountyid.org	Boundary County Noxious Weeds
Jennifer Jensen, Recording Secretary	208-263-8511	jenjensen@uidaho.edu	Bonner County Extension Office
Jeremy Kleinsmith	208-265-6622	Jeremy.Kleinsmith@usda.gov	USFS-Panhandle NF-North Zone
vacant	208-267-3620	soults@kootenai.org	Kootenai Tribe of Idaho
Robert Akins	208-412-3738	Robert.Akins@idfg.idaho.gov	Idaho Department of Fish and Game
Jonathan Luhnow	208-267-5577	jluhnow@idl.idaho.gov	Idaho Department of Lands
Bill Pittman	208-762-6550	bpittman@stimsonlumber.com	Stimson Lumber Co.
Maeve Nevins- Lavtar	208-946-2711	mnevinslavtar@sandpointidaho.gov	City of Sandpoint
Partners			
Sarah Garcia	208-263-5310 x.100	Sarah.Garcia@id.nacdnet.net	Bonner SWCD
Cassie Olson	208-267-3340 x.107	Cassie.Olson@id.nacdnet.net	Boundary SWCS
Keith Roberts	208-265-4312	Keith.Roberts@itd.idaho.gov	Idaho Transportation Department
Shannon Ehlers	509-425-3682	Shannon_Ehlers@fws.gov	USFW-Kootenai Wildlife Refuge
Cole Ross	208-263-3489	Cole.Ross@idpr.idaho.gov	Idaho Department of Parks & Rec (Round Lake State Park)

Appendix V

Advisory Board (MOU Signatory)		
Name	Title	Affiliation
Tim Bertling	BOCC Chair	Boundary County
Asia Williams	BOCC Chair	Bonner County
Timothy Giloon	Forest Supervisor	USFS-IPNF
Jennifer Porter	Tribal Chair	Kootenai Tribe of Idaho
Dale Van Stone	District Chair	Bonner Soil and Water Conservation District
Tom Daniel	District Chair	Boundary Soil and Water Conservation District
Damon Allen	District Engineer	ITD – Division of Highways
Carson Watkins	Regional Supervisor	IDFG
Erik Sjoquist	Area Manager	IDL
Jeremy Grimm	Mayor	City of Sandpoint
Kelly Moroney	Project Leader	USFW-Refuge Complex
Bill Pittman	Regional Manager	Stimson Lumber Company
Keith Jones	Natural Resources Manager	IDPR

Report prepared by Chase Youngdahl



AIRPORTS

Dave Schuck
208-255-9179

December 31, 2024

Memorandum

To: Commissioners

From: AIRPORTS

Re: HANGAR LEASE

We have the opportunity to lease Hangar 12 at Priest River Airport. The lease terms, conditions, requirements, and obligations are in the standard hangar lease agreement attached hereto.

I recommend entering into this lease.

Auditing Review: N/A

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: N/A (standard lease)

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to Dave Schuck; Copy to Auditing

A suggested motion would be: **based on the information before us I move to approve this lease for Hangar 12 at Priest River Airport and that the Chairwoman sign administratively.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Asia Williams, Chairwoman

12/31/2024

Memorandum

DEPT
Item #1

To: Commissioners

From: Alissa Clark, HR Director, Human Resources

Re: #600 – Compensation Policy

Bonner County Human Resources has reviewed and updated Compensation Policy #600 and is requesting approval.

Auditing Review: Approved per attached email

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: Approved per attached email

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved per attached email

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to
 Copy to

A suggested motion would be: **Based on the information before us I move to approve the Compensation Policy #600 revisions effective December 31, 2024**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Asia Williams, Chairwoman

Compensation Policies

Personnel Policy
Policy No: 600

Original Date: January 15, 2013

BOCC Approved Revised Date: ~~October 5, 2021~~ **December 31, 2024**

COMPENSATION PHILOSOPHY

Bonner County adheres to a compensation plan that is designed to pay salaries that motivate employees for excellence in job performance, is equitable across County departments and offices, and demonstrates responsible use of public funds.

Individual pay is established by determining the value of the position in the labor market, the value of the individual including relevant education, experience and special skills, and the value to the organization. Pay decisions must include consideration of job performance. Law Enforcement may utilize specialized pay plans approved by the Board of County Commissioners. The Scope of Philosophy includes the following:

1. The Board of County Commissioners will oversee the continuity of the compensation program and will ensure that it is administered within the framework of this philosophy. Elected Officials and Department Heads will administer the compensation funds provided to them in a manner consistent with the plan.
2. The compensation program will be consistent throughout the County yet will be flexible to meet changing and specific needs. This will allow for multiple pay plans if required.
3. ~~Employee compensation will reflect both the internal value of a position and the value placed on that role in the appropriate market.~~
4. All aspects of compensation (base salary, benefits and if applicable, bonuses) will be considered as a total reward package for County employees. Total compensation will be targeted at a competitive level, when compared to the appropriate labor markets (i.e., other public sector employers and private sector employers in defined geographic locations and industries) to allow the County to attract and retain the quantity and quality of employees it needs to meet its goals and objectives.
5. The County is committed to ensuring that its salary structures are regularly updated through the conduct of market surveys every 3-5 years. When applicable, Human Resources will schedule discussions with department heads. There will be a planned approach to ensure that internal equity is maintained.

6. ~~A planned program of ongoing communication and training will~~ Trainings, certifications and performance appraisals may be a critical component of compensation administration.
7. ~~Compensation increases will be affordable and in the best interests of the County as an employer and provider of services.~~
8. ~~—The compensation program will create a climate where employees are recognized and rewarded, while providing the County with the opportunity to meet its “return on human resources investment” objectives.~~
9. Bonner County reserves the right to change general compensation for any legitimate business reason ~~deemed appropriate by the Board of County Commissioners.~~ Compensation may also be adjusted based upon job performance and the availability of funds to maintain a solvent County budget. Hours worked may be reduced or employees may be laid off by the Board of County Commissioners or by Elected Officials as necessary to meet budgetary constraints or workload changes.
10. The compensation program is reviewed annually to ensure consistent pay practices, comply with federal and state laws, support our commitment to Equal Employment Opportunity, and offer competitive salaries.
11. It is the intention of Bonner County to increase each employee’s pay by one step annually, pending budgetary approval.

600.1 COMPENSATION PLANNING

Pay increases are not guaranteed and are based upon performance and budget. Overall budget allocations and individual pay increases are planned for and allocated prior to the start of each fiscal year. The compensation program is designed to assist management in planning and allocating salary increases that:

- Reward individual performance
- Are both market competitive and internally equitable
- Are compatible with the operating budget

The employee’s overall performance and salary level relative to his/her position responsibilities must be evaluated to determine if a salary increase is warranted.

Bonner County Human Resources will review all salary increase/adjustment requests to ensure compliance with policy and that they fall within the provided guidelines. Performance pays, market or equity adjustment, as well as promotional pay changes must be submitted through the **Pay Sheet Change Form** prior to the effective date of the requested change.

A salary survey of the benchmark positions should be conducted no less than once every three years.

600.2 MARKET PRICING

Bonner County's compensation philosophy is to match the labor market, which allows us to be externally competitive in recruiting and retaining talented employees. Labor markets used for salary comparison are based on the normal recruiting market for specific job classifications. All market comparisons will include both public and private sector employers for the recruiting area, unless the position is not available in the private sector. By maintaining a competitive total compensation package to recruit and retain the best employees, the County improves employee productivity and reduces costly turnover.

600.3 ~~PAY BANDS~~ PAY GRADE & STEP PHILOSOPHY

The compensation plan for Bonner County establishes ~~pay-bands grades and steps~~ for each class of job descriptions. A ~~pay-band grade and step compensation table~~ is the pay range allocated to a job class stating a minimum and maximum rate of pay allowed an employee performing a job in that particular class.

For specialized pay plans, similar methodology will be applied.

Pay ~~Bands/Ranges~~ Grades/Steps will be reviewed annually by Human Resources.

600.4 COMPLIANCE WITH EQUAL PAY AND FAIR LABOR STANDARDS ACT (FLSA)

Bonner County shall comply with all provisions of the **Equal Pay Act (EPA)** which prohibits employers from paying workers of one gender ~~more than workers~~ of the other gender to do equal work, except for valid business reasons. To be considered equal work, the jobs must require equal skill, effort, and responsibility and must be performed under similar working conditions. All department heads and elected officials must ensure their compensation practices are in compliance with the EPA.

Bonner County complies as well with the **Fair Labor Standards Act (FLSA)** and all applicable federal, state, and local laws regarding employee compensation. All job descriptions are reviewed by Bonner County Human Resources to determine if they are covered by the Fair Labor Standards Act (FLSA) or if they are exempt from the Act.

600.5 WAGE PROGRAM POLICIES

600.5.1 ~~PAY-BAND~~ GRADE/STEP

Each position in the County is placed in a ~~pay-band grade/step~~ which establishes the value of the position in relation to other like positions in the organization.

600.5.2 PAY RANGES

Each ~~pay-band grade has a step is assigned a pay~~ range. Within this framework, an employee's salary will be related to demonstrated performance and time in the position. Employees will receive a salary

that is within the range limits of the applicable ~~pay band-grade~~.

600.5.3 ADMINISTRATIVE CONTROL OVER WAGE PROGRAM

The Bonner County HR Department must approve in writing any changes that have wage and compensation effects, as directed by the Board of County Commissioners. Payroll shall require the HR Department's written approval before any employees wages are altered in any way.

~~600.5.4 Merit Pay~~

~~Merit Pay will be administered in the anniversary month of the employee's original hire date. If the employee is promoted to a new position, which includes a pay increase, the date of promotion becomes the new anniversary date for purposes of future merit eligibility.~~

600.5.4 HIRING PAY

~~The hiring pay, which may include promotion to a new position, will be dependent upon the level of knowledge, skills and demonstrated competencies which the employee being hired brings to the County. In addition, other factors to be taken into consideration will include: the employees' current salary and pay levels of other employees in the job being filled. As a general guideline, the hiring range should be between the minimum and the midpoint of the pay range – begin at Step 1, not to exceed midpoint, based on the guidelines below. The Department Head/Elected Official in conjunction with Human Resources will determine appropriate recommended wage placement between range minimum and 95% of the step 1 not to exceed midpoint of the pay range to ensure appropriate relativity to other employees. However, greater than the midpoint will require BOCC approval 95% may be considered given market trending, compression and internal equity. The following guidelines are as follows:~~

Wage Scales with 1-10 Steps: Sheriff's Office, Justice Services

- ~~Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at Step 1.~~
- ~~Between 1 year and 3 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 2.~~
- ~~Between 4 years and 5 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 3.~~
- ~~Between 6 years and 7 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 4.~~

- 8+ years some relevant experience or education; This individual is fully capable and proficient to perform the duties of the position, with little or no training, education, or orientation, other than county protocols, policies and programs – hire at Step 5.

Wage Scales with 1-12 Steps: Emergency Medical Services, 911, Marine Division

- Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at Step 1.
- Between 1 year and 3 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 2.
- Between 4 years and 5 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 3.
- Between 6 years and 6 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 4.
- Between 7 years and 7 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 5.
- 8+ years some relevant experience or education; This individual is fully capable and proficient to perform the duties of the position, with little or no training, education, or orientation, other than county protocols, policies and programs – hire at Step 6.

Wage Scales with 1-15 Steps: Civil, Road & Bridge

- Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at range minimum/base Step 1.
- 2 to 3 years of some relevant experience (or equivalency); Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire up to 87% of midpoint of the pay range;
- 4 to 5 years of moderate relevant experience (or equivalency); May have performed same or similar prior work experience and knowledge; May require additional related training and education. – hire up to 90% of midpoint of the pay range
- 6 to 8 years of significant relevant experience (or equivalency); The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire up to 95% of midpoint of the pay range

- ~~9 years or greater – hire up to 100% of the midpoint. This individual is fully capable and proficient to perform the duties of the position, with little or no training, education or orientation, other to county protocols, policies and programs.~~
- Between 1 year and 2 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 2.
- Between 3 years and 3 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 3.
- Between 4 years and 4 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 4.
- Between 5 years and 5 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 5.
- Between 6 years and 6 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 6.
- Between 7 years and 7 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 7.
- 8+ years some relevant experience or education; This individual is fully capable and proficient to perform the duties of the position, with little or no training, education, or orientation, other than county protocols, policies and programs – hire at Step 8.

All wage recommendations proposed will require the approval of the Board of County Commissioners.

~~Notwithstanding these guidelines, it is very important when applying these guidelines to take into consideration the pay level of current employees in like-kind positions to ensure internal equity.~~

600.5.5 PAY UPON TRANSFER

A transfer is considered a move to a role which is at the same grade as the employee's existing role. There should not be an expectation that there will be a pay change associated with a salary upon transfer.

600.5.6 PAY UPON PROMOTION

A promotion is a move from one role to another of increased responsibility which is evaluated at a higher point level than the previous position. The only “rule” for promotion increases is that the incumbent should not be paid less than the minimum of the salary range of the new position. Once that criterion is met, the following factors should be taken into consideration by the Department Head/Elected Official in conjunction with Human Resources in determining a promotion increase:

1. The level and skill of the employee being promoted;
2. The number of grade increases between the current position and new position;
3. The incumbent’s current pay;
4. The timing and amount of the most recent performance rating;
5. The salaries of other incumbents in the position; and
6. Where in the salary range application of the guideline set out below will place the incumbent’s pay.

Though a promotion may or may not include an increase in pay, having considered the above factors, it is recommended that the employee be moved into the appropriate grade and step nearest their current wage, without a decrease in pay. After new Grade/Step placement, any additional step increase must not exceed two steps or 10%. The salary offered must be aligned on a step within the range of the position. a minimum of 5% and maximum of 15% be utilized for promotion increases. When a pay increase occurs, all future merit pay eligibility is effective with the date in the new position.

Any promotion will require a resumé from the individual, if this is not a competitive bid to ensure the employee meets the minimum qualification of the position.

600.5.7 PAY UPON DEMOTION

A demotion is a move from one role to another role of less responsibility that is evaluated at a lower point level than the previous position.

600.5.8 VOLUNTARY DEMOTION

When an employee voluntarily elects to take a demotion, it is recommended that the employee’s pay be consistent with the Bonner County hiring guidelines relative to the position they are moving into and grade placement.

600.5.9 INVOLUNTARY DEMOTION

When any County action is the cause for the demotion, the employee’s pay may be reduced. Additionally, the County has the right to initiate a demotion for performance and/or discipline

reasons. At the effective date of either of these actions, if the salary of the employee is above the maximum of the salary range for the position to which the employee is demoted, their pay will be reduced to an appropriate position in the new salary range, based on the relevancy of their qualifications and experience to the job to which they are now assigned and relative to the salaries of other incumbents in the same job.

600.5.10 CHIEF DEPUTY PAY

Bonner County will pay an increased pay differential to employees who have been appointed "Chief Deputy" by their Elected Official, for the duration of the appointment only. The pay differential will account for the increase in duties associated with the Chief Deputy assignment which is in addition to the employee's current job duties as outlined in the employee's current position description. The pay differential will be either an hourly differential or a salary differential dependent upon the job evaluation and classification of the employee's job description (hourly/non-exempt vs. salaried/exempt). The pay differential only applies to the employee during the Chief Deputy appointment. If the Chief Deputy assignment is transferred, it is incumbent upon the Elected Official to complete the status change, notifying both the HR and Payroll Departments of the removal of the assignment and the associated pay differential.

600.6 JOB DESCRIPTIONS AND JOB EVALUATION

Each Elected Official is responsible for the job descriptions for their respective area of responsibility. Job descriptions are subject to final approval utilizing the procedures maintained by Bonner County Human Resources. A department/office seeking adjustments to a job description, or needing assistance in creating a new job description, will work in conjunction with Human Resources. No job description can be utilized for job postings, recruitment, or any other employment purpose until the Elected Official has approved them for adoption. (Refer to Appendix A)

600.6.1 PROCESS

Each job description will include the following: a summary of the job's purpose, essential duties and responsibilities, qualifications (including education and/or experience, and any licenses or certifications required), physical demands, and work environment.

The position will then be reviewed within the County's job evaluation process to determine if there is a change in the job evaluation. The Human Resource Director, or designee will evaluate the position based on internal and external factors as well as experience required, supervision of others, education and decision making requirements. Once an appropriate grade is identified, the HR Director, or designee along with the Elected Official/Department Head will present the recommendation to the Board of County Commissioners if the position should require a grade change with potential pay adjustment or if the job description is for a new non approved BOCC position.

If the re-evaluation results in the position assigned a new grade the following will occur:

1. If the incumbent's pay is within the new salary range, it is not mandatory that a pay increase or decrease be automatically applied;
2. However, the incumbent's pay relative to others in similar positions and within the same grade can be taken into consideration in determining whether a pay increase or decrease will be applied.
3. If an employee receives a warning notice anytime during the current budget year, that remains uncorrected, the employee may be ineligible for a potential annual step increase, at the discretion of the supervisor/manager.

600.6.2 TITLING AND JOB FAMILIES

Human Resources in conjunction with the Department Head/Elected Official will determine appropriate title for the position. Titles will be consistent with established Job Families, other internal positions as well as external benchmark titles.

600.7 EMPLOYEES OVER THE MAX OF THE GRADE

Employees with pay over the range will be red circled until the range catches up with the pay that exceeds the maximum.

600.8 REHIRS/REINSTATEMENTS

A reinstatement is any employee returning to Bonner County under one year of their resignation. Returning employees benefits will be effective the 1st of the month following reinstatement. Accrual levels will be consistent with the most recent date of hire.

A rehire is an employee who has previously worked for Bonner County greater than one year previously. Rehires will be considered as a "new hire" under the guidelines of the compensation, PTO, retirement, medical, etc. policies of Bonners County.

A layoff/recall is an Employee who will be **recalled, following a seasonal layoff** according to the needs of Bonner County. Employees **laid off** for more than 30 days and subsequently **recalled** within six months from the date of **layoff** will be credited with the service accumulated at the time of **layoff**.

No employee will be rehired/reinstated without checking the rehire status of the individual first with Human Resources and/or the Department Head Elected Official.

600.9 ANNUAL EMPLOYEE PERFORMANCE REVIEW

Bonner County **expects encourages** employees and their supervisors to discuss job performance and goals on an informal, day-to-day basis. In addition, a more formal discussion **will is required to be**

conducted with each employee annually. The performance evaluation provides an opportunity to discuss work habits and goals, to identify and correct weaknesses, and to encourage and recognize strengths.

There are three types of performance evaluations conducted. Copies of the evaluation and any updated job descriptions must be submitted to Human Resources upon completion:

- New Hires - Supervisors are to conduct a review of each newly hired employee after completion of orientation and/or training, and then again on an annual basis.
- Promotional - Supervisors may review each newly promoted or transferred employee after completion of orientation and/or training, and then again on an annual basis.
- Regular employees - Supervisors shall complete a performance goal discussion for each employee at least annually.

600.10 BONUS PAYMENT

The County's compensation philosophy allows for the consideration of the use of lump sum "bonus" payments. Bonuses will be on a case by case basis and justification will be determined by the Department Head/Elected Official in conjunction with Human Resources. Bonuses are subject to Board review in Executive Session. Qualifiers for Bonus Eligibility:

1. Exempt Staff who have put in additional hours above and beyond regular norm, for periods of time that are mission critical to the organizations operating needs. Examples may include: Implementation of an organization initiative requiring additional hours and holiday work; Weather/Seasonal events requiring staff to be available 24/7 for extended periods;
2. Incentive for meeting safety risk goals, bringing a reduction in accidents, injuries as well as a cost savings to the County. Will be determined on an annual year to correspond with the previous year's risk management costs and trends.
3. Implementation of an initiative or process that brings significant efficiency, streamlines processes and/or cost savings to the county. The bonus amount will not exceed the amount of the cost savings.
4. Other forms of incentive pay may be approved by HR in consultation with the BOCC, at the request of the Elected Official.

~~The amount of a lump-sum bonus may not exceed [dollar figure] or [percentage] percent of the employee's base salary, whichever is greater.~~ Decisions about the amount of a lump-sum bonus should be dependent on the nature and complexity of the accomplishment and the ability of the County to fund the amount.

Only one bonus payout per year is allowable.

600.11 SWORN LAW ENFORCEMENT SALARY PLAN

Sworn Law Enforcement Officers wage and compensation plan will include pay grades and steps that achieve both market and internal equity policy, as approved by the Board of County Commissioners.

600.12 HIGHER DUTY PAY

~~Higher duty pay typically results in positions assuming additional responsibility, in addition to outside their current position duties or as a temporary reassignment, such as an interim position role. These positions will receive a minimum of 5% and maximum of 15% for higher duty pay increases.~~

600.12 ELECTED OFFICIALS

Bonner County promotes internal wage alignment and market competitive wages. Consequently, any merit or pay policies approved in the general pay plan apply to both county elected and unelected employees. Market surveys that are conducted by external consultants must, therefore, include both elected and unelected employees.

600.13 EXEMPT STATUS

Employees whose positions meet specific tests established by the Fair Labor Standards Act (FLSA) and state law are exempt from overtime pay requirements. Employees who work in positions exempt from the Fair Labor Standards Act (FLSA) are paid on a salary basis and are ineligible for both overtime pay and comp time. Exempt employees are expected to manage their work schedule to accomplish the duties of the position, and may be required to work over forty (40) hours in a week, including nights and weekends.

600.14 MANAGEMENT SPAN OF CONTROL

SCOPE OF RESPONSIBILITY: The following will be used in establishing supervisory/management level titling:

A Lead Worker is an incumbent that functions in a "lead" capacity/assignment for a group of employees working on day-to-day work, projects or a specific assignment basis. The Lead Worker does not have full formal supervisory authority for staff assigned to projects; however, in order to complete projects/assignment must be able to schedule and control the daily working arrangements for a specified group of employees. Lead employees are classified as non-exempt and are eligible for a pay differential based upon scope of duties. Leads normally have three or more employees in the work group they are assigned to.

A Supervisor is an incumbent that customarily and regularly directs the work of two or more employees working in a department/unit and has the authority to hire or fire other employees or whose suggestions and recommendations as to the hiring or firing and as to the advancement and promotion. Typically, a supervisor is responsible for those activities that are day to day. Supervisors may be non-exempt or exempt dependent upon scope of duties.

A Manager is an incumbent who has broader responsibility for broad span of control for department/unit activities and operations on a 24-hour basis. Duties normally include managing and directing staff, hiring, firing, and conducting evaluations. Managers are classified as exempt.

A Director/Department Head is an incumbent that reports to the top position within for an entity or department (CEO, Elected Official) and assumes full responsibility for that specific entity/department, including operations, staffing, budget, and setting policy.

600.15 CERTIFICATION PAY

To be eligible for certification pay, the minimum qualification of the job description must describe what specific certification is necessary and noted as required or preferred. For a position to receive certification pay it must be validated by industry set standard(s) for that position. A certificate of completion will be required by the individual. Once acquired certifications must be maintained. Failure to renew a certification will result in loss of certification pay. Incumbents may have only one certification at any given time.

600.16 RIGHT TO CHANGE COMPENSATION AND BENEFITS

1. Bonner County reserves the right to change general compensation for any reason deemed appropriate by the Board of County Commissioners. Compensation may also be adjusted based upon job performance and the availability of funds to maintain a solvent County budget. Hours worked may be reduced or employees may be laid off by the Board of County Commissioners or by Elected Officials as necessary to meet budgetary constraints or workload changes.
2. The Board of County Commissioners has approved and adopted a Compensation Program that addresses job analysis, pay structures, performance management and training programs. Elected Officials and department heads shall follow the steps outlined in the Compensation Program when establishing the pay structure for a new position or re-evaluating the pay structure for a current position.

Revision History:

BOCC Approval

October 2, 2017: 600.5.3 Merit Pay

600.15 Management Span of Control

October 2, 2018 - Removal of Payroll Policy articles to New Payroll Policy 650

August 6, 2019 – Updated Policy Language from Salary to Wage/Pay

600.11 SWORN LAW ENFORCEMENT SALARY PLAN: Approved by the BOCC

October 1, 2019: Removed 600.10.2 Lump Sum for wage over the max

December 10, 2019: Removal of Sick, Vacation for PTO

August 2, 2020: Elected Officials Pay

October 1, 2020: 600.5.9 Chief Deputy Pay; 600.8 Layoff Recall

October 5, 2021: 600.16 Certification Pay

June 28, 2022: 600.6 Revised language on job description process

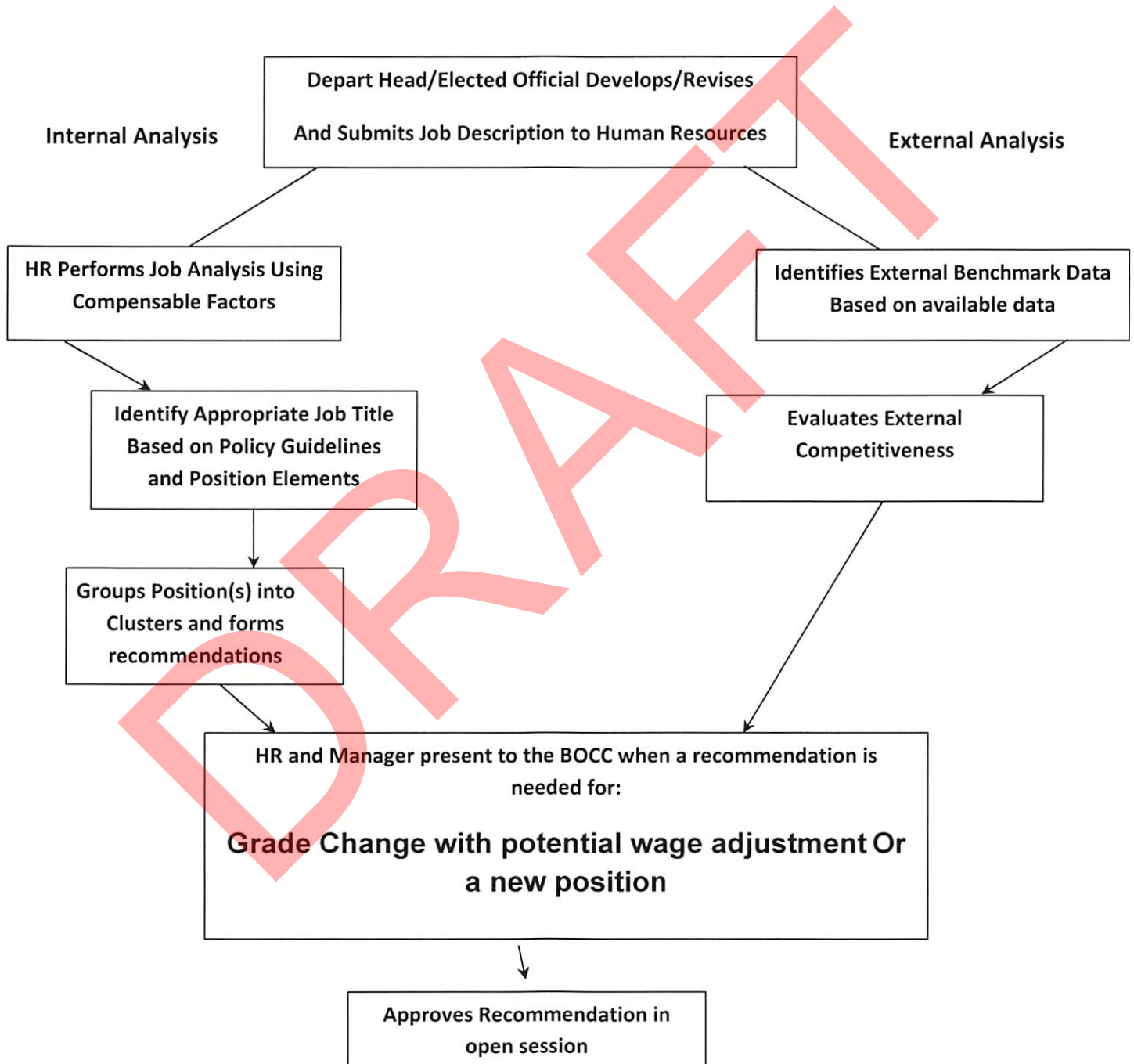
December 31, 2024: Revision of the entire policy to clean up redundancy and verbiage, update from

pay band to grade & step, removal of stipend, addition to annual stipend being fixed amount.

Owner: Human Resources

Contributor: Payroll

APPENDIX A



Compensation Policies

Personnel Policy
Policy No: 600

Original Date: January 15, 2013

BOCC Approved Revised Date: December 31, 2024

COMPENSATION PHILOSOPHY

Bonner County adheres to a compensation plan that is designed to pay salaries that motivate employees for excellence in job performance, is equitable across County departments and offices, and demonstrates responsible use of public funds.

Individual pay is established by determining the value of the position in the labor market, the value of the individual including relevant education, experience and special skills, and the value to the organization. Pay decisions must include consideration of job performance. Law Enforcement may utilize specialized pay plans approved by the Board of County Commissioners. The Scope of Philosophy includes the following:

1. The Board of County Commissioners will oversee the continuity of the compensation program and will ensure that it is administered within the framework of this philosophy. Elected Officials and Department Heads will administer the compensation funds provided to them in a manner consistent with the plan.
2. The compensation program will be consistent throughout the County yet will be flexible to meet changing and specific needs. This will allow for multiple pay plans if required.
3. All aspects of compensation (base salary, benefits and if applicable, bonuses) will be considered as a total reward package for County employees. Total compensation will be targeted at a competitive level, when compared to the appropriate labor markets (i.e., other public sector employers and private sector employers in defined geographic locations and industries) to allow the County to attract and retain the quantity and quality of employees it needs to meet its goals and objectives.
4. The County is committed to ensuring that its salary structures are regularly updated through the conduct of market surveys every 3-5 years. When applicable, Human Resources will schedule discussions with department heads. There will be a planned approach to ensure that internal equity is maintained.
5. Trainings, certifications and performance appraisals may be a critical component of compensation administration.

6. Bonner County reserves the right to change general compensation for any legitimate business reason. Compensation may also be adjusted based upon job performance and the availability of funds to maintain a solvent County budget. Hours worked may be reduced or employees may be laid off by the Board of County Commissioners or by Elected Officials as necessary to meet budgetary constraints or workload changes.

7. The compensation program is reviewed annually to ensure consistent pay practices, comply with federal and state laws, support our commitment to Equal Employment Opportunity, and offer competitive salaries.

8. It is the intention of Bonner County to increase each employee's pay by one step annually, pending budgetary approval.

600.1 COMPENSATION PLANNING

Pay increases are not guaranteed and are based upon performance and budget. Overall budget allocations and individual pay increases are planned for and allocated prior to the start of each fiscal year. The compensation program is designed to assist management in planning and allocating salary increases that:

- Reward individual performance
- Are both market competitive and internally equitable
- Are compatible with the operating budget

The employee's overall performance and salary level relative to his/her position responsibilities must be evaluated to determine if a salary increase is warranted.

Bonner County Human Resources will review all salary increase/adjustment requests to ensure compliance with policy and that they fall within the provided guidelines. Performance pays, market or equity adjustment, as well as promotional pay changes must be submitted through the Change Form prior to the effective date of the requested change.

A salary survey of the benchmark positions should be conducted no less than once every three years.

600.2 MARKET PRICING

Bonner County's compensation philosophy is to match the labor market, which allows us to be externally competitive in recruiting and retaining talented employees. Labor markets used for salary comparison are based on the normal recruiting market for specific job classifications. All market comparisons will include both public and private sector employers for the recruiting area, unless the position is not available in the private sector. By maintaining a competitive total compensation package to recruit and retain the best employees, the County improves employee productivity and reduces costly turnover.

600.3 PAY GRADE & STEP PHILOSOPHY

The compensation plan for Bonner County establishes pay grades and steps for each class of job descriptions. A pay grade and step compensation table is the pay range allocated to a job class stating a minimum and maximum rate of pay allowed an employee performing a job in that particular class.

For specialized pay plans, similar methodology will be applied.

Pay Grades/Steps will be reviewed annually by Human Resources.

600.4 COMPLIANCE WITH EQUAL PAY AND FAIR LABOR STANDARDS ACT (FLSA)

Bonner County shall comply with all provisions of the **Equal Pay Act (EPA)** which prohibits employers from paying workers of one gender more than workers of the other gender to do equal work, except for valid business reasons. To be considered equal work, the jobs must require equal skill, effort, and responsibility and must be performed under similar working conditions. All department heads and elected officials must ensure their compensation practices are in compliance with the EPA.

Bonner County complies as well with the **Fair Labor Standards Act (FLSA)** and all applicable federal, state, and local laws regarding employee compensation. All job descriptions are reviewed by Bonner County Human Resources to determine if they are covered by the Fair Labor Standards Act (FLSA) or if they are exempt from the Act.

600.5 WAGE PROGRAM POLICIES

600.5.1 PAY GRADE/STEP

Each position in the County is placed in a pay grade/step which establishes the value of the position in relation to other like positions in the organization.

600.5.2 PAY RANGES

Each pay grade has a step range. Within this framework, an employee's salary will be related to demonstrated performance and time in the position. Employees will receive a salary that is within the range limits of the applicable pay grade.

600.5.3 ADMINISTRATIVE CONTROL OVER WAGE PROGRAM

The Bonner County HR Department must approve in writing any changes that have wage and compensation effects, as directed by the Board of County Commissioners. Payroll shall require the HR Department's written approval before any employees' wages are altered in any way.

600.5.4 HIRING PAY

As a general guideline, the hiring range should begin at Step 1, not to exceed midpoint, based on the guidelines below. The Department Head/Elected Official in conjunction with Human Resources will

determine appropriate recommended wage placement to ensure appropriate relativity to other employees. However, greater than the midpoint will require BOCC approval. The following guidelines are as follows:

Wage Scales with 1-10 Steps: Sheriff's Office, Justice Services

- Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at Step 1.
- Between 1 year and 3 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 2.
- Between 4 years and 5 years and 11 months of some relevant experience or education; Needs additional related training, education and/or possesses some experience or knowledge related to the position – hire at Step 3.
- Between 6 years and 7 years and 11 months of some relevant experience or education; The individual has performed in the same position or similar prior work experience and knowledge. Would require minimal training and orientation – hire at Step 4.
- 8+ years some relevant experience or education; This individual is fully capable and proficient to perform the duties of the position, with little or no training, education, or orientation, other than county protocols, policies and programs – hire at Step 5.

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- Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at Step 1.
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- 8+ years some relevant experience or education; This individual is fully capable and proficient to perform the duties of the position, with little or no training, education, or orientation, other than county protocols, policies and programs – hire at Step 6.

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- Meets Minimum qualifications with no experience or education. Apprentice level; Needs additional certification or considerable training – hire at Step 1.
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A transfer is considered a move to a role which is at the same grade as the employee's existing role. There should not be an expectation that there will be a pay change associated with a salary upon transfer.

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A promotion is a move from one role to another of increased responsibility which is evaluated at a higher point level than the previous position. The only “rule” for promotion increases is that the incumbent should not be paid less than the minimum of the salary range of the new position. Once that criterion is met, the following factors should be taken into consideration by the Department Head/Elected Official in conjunction with Human Resources in determining a promotion increase:

1. The level and skill of the employee being promoted;
2. The number of grade increases between the current position and new position;
3. The incumbent’s current pay;
4. The timing and amount of the most recent performance rating;
5. The salaries of other incumbents in the position; and
6. Where in the salary range application of the guideline set out below will place the incumbent’s pay.

Though a promotion may or may not include an increase in pay, having considered the above factors, it is recommended that the employee be moved into the appropriate grade and step nearest their current wage, without a decrease in pay. After new Grade/Step placement, any additional step increase must not exceed two steps or 10%. The salary offered must be aligned on a step within the range of the position.

Any promotion will require a resumé from the individual, if this is not a competitive bid to ensure the employee meets the minimum qualification of the position.

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When any County action is the cause for the demotion, the employee’s pay may be reduced. Additionally, the County has the right to initiate a demotion for performance and/or discipline

reasons. At the effective date of either of these actions, if the salary of the employee is above the maximum of the salary range for the position to which the employee is demoted, their pay will be reduced to an appropriate position in the new salary range, based on the relevancy of their qualifications and experience to the job to which they are now assigned and relative to the salaries of other incumbents in the same job.

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Bonner County will pay an increased pay differential to employees who have been appointed "Chief Deputy" by their Elected Official, for the duration of the appointment only. The pay differential will account for the increase in duties associated with the Chief Deputy assignment which is in addition to the employee's current job duties as outlined in the employee's current position description. The pay differential will be either an hourly differential or a salary differential dependent upon the job evaluation and classification of the employee's job description (hourly/non-exempt vs. salaried/exempt). The pay differential only applies to the employee during the Chief Deputy appointment. If the Chief Deputy assignment is transferred, it is incumbent upon the Elected Official to complete the status change, notifying both the HR and Payroll Departments of the removal of the assignment and the associated pay differential.

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If the re-evaluation results in the position assigned a new grade the following will occur:

1. If the incumbent's pay is within the new salary range, it is not mandatory that a pay increase or decrease be automatically applied;
2. However, the incumbent's pay relative to others in similar positions and within the same grade can be taken into consideration in determining whether a pay increase or decrease will be applied.
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600.8 REHIRS/REINSTATEMENTS

A reinstatement is any employee returning to Bonner County under one year of their resignation. Returning employees **benefits** will be effective the 1st of the month following reinstatement. Accrual levels will be consistent with the most recent date of hire.

A rehire is an employee who has previously worked for Bonner County greater than one year previously. Rehires will be considered as a "new hire" under the guidelines of the compensation, PTO, retirement, medical, etc. policies of Bonners County.

A layoff/recall is an Employee who will be recalled, following a seasonal layoff according to the needs of Bonner County. Employees laid off for more than 30 days and subsequently recalled within six months from the date of layoff will be credited with the service accumulated at the time of layoff.

No employee will be rehired/reinstated without checking the rehire status of the individual first with Human Resources and/or the Department Head Elected Official.

600.9 ANNUAL EMPLOYEE PERFORMANCE REVIEW

Bonner County expects employees and their supervisors to discuss job performance and goals on an informal, day-to-day basis. In addition, a more formal discussion is required to be conducted with each

employee annually. The performance evaluation provides an opportunity to discuss work habits and goals, to identify and correct weaknesses, and to encourage and recognize strengths.

There are three types of performance evaluations conducted. Copies of the evaluation and any updated job descriptions must be submitted to Human Resources upon completion:

- New Hires - Supervisors are to conduct a review of each newly hired employee after completion of orientation and/or training, and then again on an annual basis.
- Promotional - Supervisors may review each newly promoted or transferred employee after completion of orientation and/or training, and then again on an annual basis.
- Regular employees - Supervisors shall complete a performance goal discussion for each employee at least annually.

600.10 BONUS PAYMENT

The County's compensation philosophy allows for the consideration of the use of lump sum "bonus" payments. Bonuses will be on a case by case basis and justification will be determined by the Department Head/Elected Official in conjunction with Human Resources. Bonuses are subject to Board review in Executive Session. Qualifiers for Bonus Eligibility:

1. Exempt Staff who have put in additional hours above and beyond regular norm, for periods of time that are mission critical to the organizations operating needs. Examples may include: Implementation of an organization initiative requiring additional hours and holiday work; Weather/Seasonal events requiring staff to be available 24/7 for extended periods;
2. Incentive for meeting safety risk goals, bringing a reduction in accidents, injuries as well as a cost savings to the County. Will be determined on an annual year to correspond with the previous year's risk management costs and trends.
3. Implementation of an initiative or process that brings significant efficiency, streamlines processes and/or cost savings to the county. The bonus amount will not exceed the amount of the cost savings.
4. Other forms of incentive pay may be approved by HR in consultation with the BOCC, at the request of the Elected Official.

Decisions about the amount of a lump-sum bonus should be dependent on the nature and complexity of the accomplishment and the ability of the County to fund the amount.

Only one bonus payout per year is allowable.

600.11 SWORN LAW ENFORCEMENT SALARY PLAN

Sworn Law Enforcement Officers wage and compensation plan will include pay grades and steps that

achieve both market and internal equity policy, as approved by the Board of County Commissioners.

600.12 ELECTED OFFICIALS

Bonner County promotes internal wage alignment and market competitive wages. Consequently, any merit or pay policies approved in the general pay plan apply to both county elected and unelected employees. Market surveys that are conducted by external consultants must, therefore, include both elected and unelected employees.

600.13 EXEMPT STATUS

Employees whose positions meet specific tests established by the Fair Labor Standards Act (FLSA) and state law are exempt from overtime pay requirements. Employees who work in positions exempt from the Fair Labor Standards Act (FLSA) are paid on a salary basis and are ineligible for both overtime pay and comp time. Exempt employees are expected to manage their work schedule to accomplish the duties of the position, and may be required to work over forty (40) hours in a week, including nights and weekends.

600.14 MANAGEMENT SPAN OF CONTROL

SCOPE OF RESPONSIBILITY: The following will be used in establishing supervisory/management level titling:

A Lead Worker is an incumbent that functions in a "lead" capacity/assignment for a group of employees working on day-to-day work, projects or a specific assignment basis. The Lead Worker does not have full formal supervisory authority for staff assigned to projects; however, in order to complete projects/assignment must be able to schedule and control the daily working arrangements for a specified group of employees. Lead employees are classified as non-exempt and are eligible for a pay differential based upon scope of duties. Leads normally have three or more employees in the work group they are assigned to.

A Supervisor is an incumbent that customarily and regularly directs the work of two or more employees working in a department/unit and has the authority to hire or fire other employees or whose suggestions and recommendations as to the hiring or firing and as to the advancement and promotion. Typically, a supervisor is responsible for those activities that are day to day. Supervisors may be non-exempt or exempt dependent upon scope of duties.

A Manager is an incumbent who has broader responsibility for broad span of control for department/unit activities and operations on a 24-hour basis. Duties normally include managing and directing staff, hiring, firing, and conducting evaluations. Managers are classified as exempt.

A Director/Department Head is an incumbent that reports to the top position within for an entity or department (CEO, Elected Official) and assumes full responsibility for that specific entity/department, including operations, staffing, budget, and setting policy.

600.15 CERTIFICATION PAY

To be eligible for certification pay, the minimum qualification of the job description must describe what specific certification is necessary and noted as required or preferred. For a position to receive certification pay it must be validated by industry set standard(s) for that position. A certificate of completion will be required by the individual. Once acquired certifications must be maintained. Failure to renew a certification will result in loss of certification pay. Incumbents may have only one certification at any given time.

600.16 RIGHT TO CHANGE COMPENSATION AND BENEFITS

1. Bonner County reserves the right to change general compensation for any reason deemed appropriate by the Board of County Commissioners. Compensation may also be adjusted based upon job performance and the availability of funds to maintain a solvent County budget. Hours worked may be reduced or employees may be laid off by the Board of County Commissioners or by Elected Officials as necessary to meet budgetary constraints or workload changes.
2. The Board of County Commissioners has approved and adopted a Compensation Program that addresses job analysis, pay structures, performance management and training programs. Elected Officials and department heads shall follow the steps outlined in the Compensation Program when establishing the pay structure for a new position or re-evaluating the pay structure for a current position.

Revision History:

BOCC Approval

October 2, 2017: 600.5.3 Merit Pay
600.15 Management Span of Control

October 2, 2018 - Removal of Payroll Policy articles to New Payroll Policy 650

August 6, 2019 – Updated Policy Language from Salary to Wage/Pay

600.11 SWORN LAW ENFORCEMENT SALARY PLAN: Approved by the BOCC

October 1, 2019: Removed 600.10.2 Lump Sum for wage over the max

December 10, 2019: Removal of Sick, Vacation for PTO

August 2, 2020: Elected Officials Pay

October 1, 2020: 600.5.9 Chief Deputy Pay; 600.8 Layoff Recall

October 5, 2021: 600.16 Certification Pay

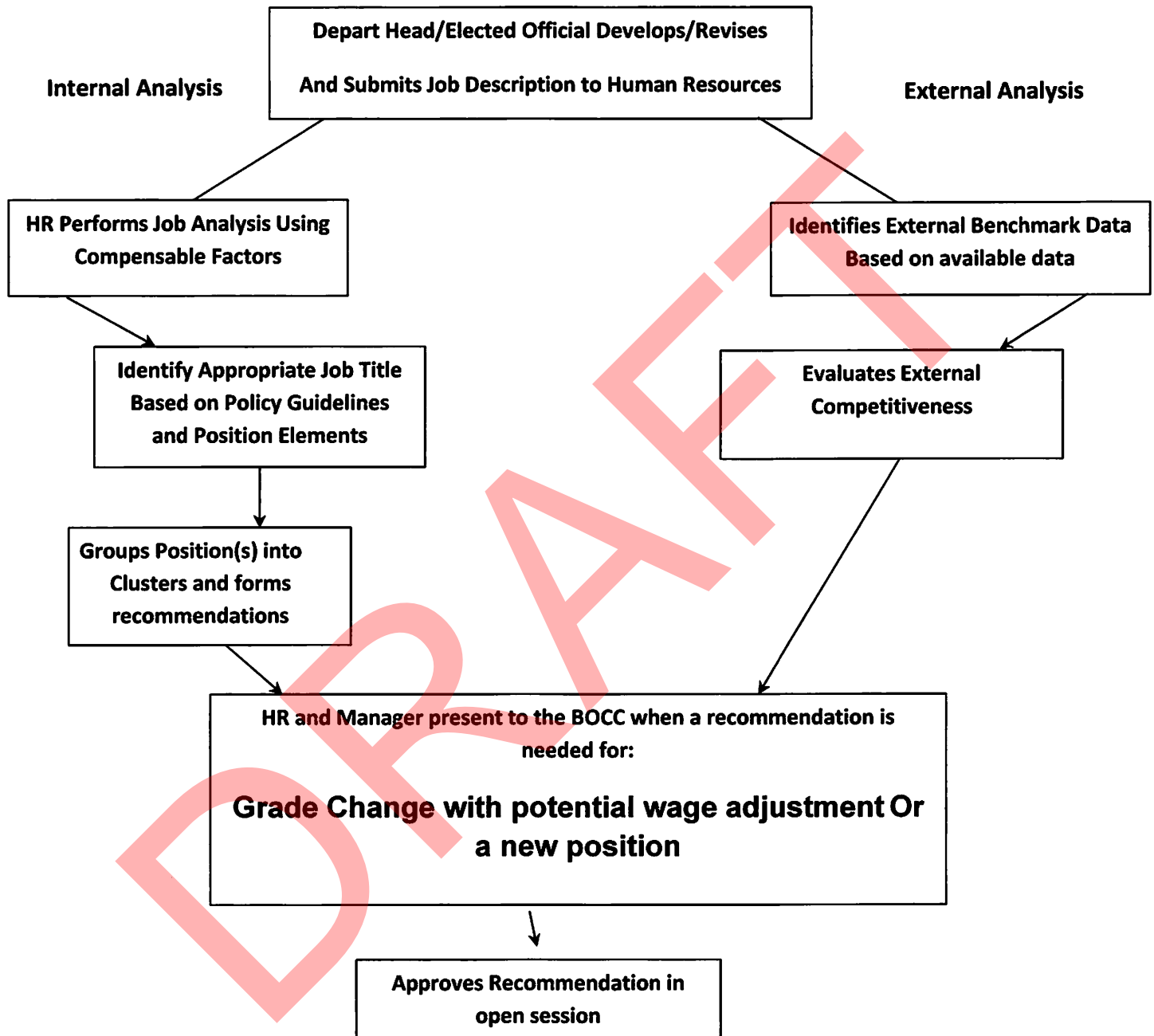
June 28, 2022: 600.6 Revised language on job description process

December 31, 2024: Revision of the entire policy to clean up redundancy and verbiage, update from pay band to grade & step, removal of stipend, addition to annual stipend being fixed amount.

Owner: Human Resources

Contributor: Payroll

APPENDIX A





Bonner County EMS

521 N. Third Ave • Sandpoint, ID 83864 • Phone: (208) 255-2194

December 17, 2024

Memorandum

EMS
Item #1

To: Bonner County Commissioners

From: Jeff Lindsey, BCEMS

Re: Kootenai County Medical transport agreement

Description: Contracts for the medical transport with Kootenai County Emergency Medical Services System and Bonner County for the 2025 fiscal year. This contract is for the provision of emergency and non-emergency medical transport services in Bonner County commencing October 1, 2024. The cost of this contract is \$9,285.45 to be paid in installments of \$773.79 monthly.

Distribution:

- 1 Original Copy to be returned to EMS
- 1 Copy to the Auditor's Office
- 1 Copy to the Commissioner's Office

Legal

A handwritten signature in black ink, appearing to read "Asia Williams".

A suggested motion would be: Mr. Chairman, based on the information before us. I move to approve and sign the contracts for the provision of emergency and non-emergency medical transport services in Bonner County with Kootenai County Emergency Medical Services System commencing October 1, 2024. The total cost of this contract will be \$9,285.45 for the fiscal year and will be paid in installments of \$773.79.

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Commissioner Asia Williams, Chairwoman

MASTER AGREEMENT

Bonner County, the Kootenai County Emergency Medical Services System and Spirit Lake Fire Protection District

AGREEMENT FOR THE PROVISION OF EMERGENCY AND NON-EMERGENCY MEDICAL TRANSPORT SERVICES IN BONNER COUNTY, IDAHO

THIS AGREEMENT is made by and between Bonner County, State of Idaho, (hereinafter referred to as "Bonner County"), the Kootenai County Emergency Medical Services System (hereinafter referred to as "KCEMSS"), and Spirit Lake Fire Protection District (hereinafter referred to as "Spirit Lake Fire").

PURPOSE

WHEREAS, the parties hereto desire to combine and unify pre-hospital medical services, including both emergency and non-emergency medical services, in a defined area within Bonner County and to provide for certainty, consistency and economy in the management and delivery of those services, and;

WHEREAS, the parties to this Agreement agree to provide pre-hospital emergency and non-emergency medical services to sick and/or injured persons;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein set forth and for other good and valuable consideration, the parties mutually promise, covenant and agree as follows:

Bonner County, by the terms of this Agreement, hereby authorizes KCEMSS and Spirit Lake Fire, with the agreement and assistance of the KCEMSS Medical Director, to operate within the area of Bonner County described in Attachment "A" hereto, which is incorporated into this Agreement by reference herein.

TERM

The term of this Agreement shall commence on October 1, 2024 for a period of one year. This Agreement shall renew automatically annually for an additional fiscal year (October 1 through September 30) under the same terms and conditions identified herein, except for the compensation to be paid by Bonner County. Compensation for the services provided herein shall be negotiated annually by the parties in good faith by no later than April 1st of the current contract year. If an Agreement has not been reached by May 1st of the contract year, the Agreement shall be automatically terminated on September 30th of the contract year.

AMENDMENTS AND NOTICE

- a) This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by all parties.
- b) All notices and other written communication between the parties shall be provided as follows:

Notices and communications to be given to KCEMSS shall be addresses to and delivered to the following address:

Kootenai County Emergency Medical Services System
4381 W. Seltice Way
Coeur d'Alene, ID 83814

Notice and communication as required to be given to Bonner County shall be addressed to and delivered at the following address:

Bonner County Emergency Medical Services
521 S. Division Ste 131
Sandpoint, ID 83864

Notice and communication as required to be given to Spirit Lake Fire shall be addressed to and delivered at the following address:

Spirit Lake Fire Protection District
32182 N. Sixth Ave.
Spirit Lake, ID 83869

COMPENSATION

During the initial term of this Agreement, KCEMSS will be compensated a total amount of \$9,285.45, to be paid in equal monthly installments of \$773.79 commencing in October of 2024.

INDEPENDENT CONTRACTOR

It is agreed that the relationship created by this Agreement between Bonner County, KCEMSS and Spirit Lake Fire is one of an Independent Contractor and not that of employer/employee. Neither KCEMSS, Spirit Lake Fire, nor any employees of KCEMSS or Spirit Lake Fire, nor any KCEMSS medical service provider which provides services consistent with the Agreement are employees of Bonner County. Bonner County is interested in only the results obtained pursuant to this Agreement.

None of the benefits provided by Bonner County to its employees, including but not limited to compensation, insurance, and unemployment insurance, are available from Bonner County to KCEMSS, Spirit Lake Fire and/or its agents, employees, and cooperating or assisting personnel.

KCEMSS and Spirit Lake Fire are solely and entirely responsible for their acts and the acts of its agents, employees, and cooperating or assisting personnel during the performance of this Agreement.

None of the benefits provided by KCEMSS or Spirit Lake Fire to its employees, including but not limited to compensation, insurance, and unemployment insurance, are available from KCEMSS or Spirit Lake Fire to Bonner County and/or its agents, employees, and cooperating or assisting personnel. Bonner County is solely and entirely responsible for its acts and the acts of its agents, employees, and cooperating or assisting personnel during the performance of this Agreement.

Bonner County shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by KCEMSS, Spirit Lake Fire or any of KCEMSS' agents, employees, and cooperating or assisting personnel. KCEMSS and Spirit Lake Fire shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by Bonner County or any of Bonner County's agents, employees, and cooperating or assisting personnel.

KCEMSS and Spirit Lake Fire shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations, including Federal and State income tax withholding, Social Security contributions, and similar obligations for employees and staff that KCEMSS or Spirit Lake Fire may employ. KCEMSS and Spirit Lake Fire shall obtain Worker's Compensation insurance for KCEMSS, Spirit Lake Fire, and any agents, employees and staff that KCEMSS may employ, and provide to Bonner County proof of such coverage or proof that Worker's Compensation is not required by law. KCEMSS and Spirit Lake Fire shall indemnify Bonner County and hold Bonner County, its agents and departments harmless from any and all claims for these obligations and taxes (including but not limited to Social Security taxes arising out of KCEMSS' and Spirit Lake Fire's failure to pay such fees, taxes, contributions and other obligations).

Bonner County shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations, including Federal and State income tax withholding, Social Security contributions, and similar obligations for employees and staff Bonner County may employ. Bonner County shall obtain Worker's Compensation insurance for Bonner County and any agents, employees and staff that Bonner County may employ, and provide to KCEMSS and Spirit Lake Fire proof of such coverage or proof that Worker's Compensation is not required by law. Bonner County shall indemnify KCEMSS and Spirit Lake Fire and hold KCEMSS and Spirit Lake Fire, its agents and departments harmless from any and all claims for these obligations and taxes (including but not limited to Social Security taxes arising out of Bonner County's failure to pay such fees, taxes, contributions and other obligations).

Bonner County understands that KCEMSS and Spirit Lake Fire does not provide any general liability, property, medical malpractice, or workers' compensation insurance covering its respective medical service providers, including, without limitation, Timberlake Fire Protection District, Northern Lakes Fire Protection District, Kootenai County Fire and Rescue, and the City of Coeur d'Alene, nor any of their employees; rather, each medical service provider is covered by

its own insurance. KCEMSS agrees to make its best efforts to ensure that each such provider provides Bonner County with proof of insurance consistent with the provisions of this Agreement with ten (10) days following the signing of the Agreement.

EMS STANDARDS AND PRACTICES

It is agreed by the parties hereto that they shall all abide by the applicable standards and requirements of the Idaho Department of Health and Welfare, EMS Bureau, as set forth in Idaho Code §§ 56-1011 through 56-1018B; the Rules Governing Emergency Medical Services, IDAPA 16.02.03; Standards Manuals as developed and published by the EMS Bureau, and all other relevant statutes and administrative rules pertaining to the provision of EMS services currently or subsequently adopted by the State of Idaho.

The parties agree that the KCEMSS medical director shall be the sole medical director for all KCEMSS and Spirit Lake Fire responses and operations within Bonner County. The parties further agree that the KCEMSS policies and protocols shall govern all KCEMSS and Spirit Lake Fire responses and operations within Bonner County.

KCEMSS and Spirit Lake Fire understands and agrees that each licensed member of their organization must be granted the right to practice by its medical director at a practice level determined by the medical director that may be below but cannot exceed the level at which the member is licensed by the State of Idaho.

KCEMSS and Spirit Lake Fire shall agree to maintain annual agency licensure through the Idaho EMS Bureau as required by statute or administrative rule at a licensure level appropriate to the level of service being provided.

The parties hereto mutually covenant and agree to deal with each other at all times with respect, in a good faith manner, in performance of this Agreement. The parties agree to do all things, to the extent reasonably practicable, to settle disputes amicably and quickly, and to forge a mutually beneficial and long lasting working relationship.

INSURANCE

KCEMSS, Spirit Lake Fire, and Bonner County shall maintain Commercial General Liability insurance with minimum limits of \$500,000 Occurrence / \$1,000,000 Aggregate, including coverage for premises and operations, contractual liability, personal injury liability, and products/completed operations liability (if applicable). All parties agree to provide and be financially responsible for their own personnel, liability and property insurance. It is further agreed that each party hereto shall provide each other with proof of insurance consistent with the above provisions with ten (10) days following the signing of the Agreement.

MALPRACTICE

KCEMSS, Spirit Lake Fire, and Bonner County mutually agree to provide a certificate of medical malpractice liability insurance in the amount of One Million Dollars (\$500,000/\$1,000,000

aggregate) to each party listed in this Agreement. All employees who provide services under this Agreement shall be covered under the terms of their respective employer's Medical Malpractice Liability Certificates. Each party shall assume all liability for the services provided by its respective employees in association with this Agreement.

ADDITIONAL DUTIES AND RESPONSIBILITIES OF KCEMSS AND SPIRIT LAKE FIRE

The essential services/responsibilities to be performed by KCEMSS and Spirit Lake Fire on an as-needed basis are as follows:

1. KCEMSS and Spirit Lake Fire will comply with any request for information made by Bonner County as the requested information relates to any provision of this agreement.
2. KCEMSS and Spirit Lake Fire will be the primary BLS/ILS transport unit in the service area defined in Attachment A.
3. KCEMSS will be responsible for all ambulance billing and collections and will retain all monies when KCEMSS transports, except that billing and collection for ALS calls involving a Bonner County EMS (BCEMS) paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS) shall be performed as set forth in Attachment B.

COMPLIANCE

Failure to comply with any provision of this Agreement by KCEMSS or Spirit Lake Fire shall entitle Bonner County to withhold any monies payable after notice of breach and failure to cure in accordance with this Agreement.

TERMINATION FOR CONVENIENCE

Any party to this Agreement may terminate this Agreement in accordance with the provisions identified herein. A party seeking to terminate this Agreement shall give the other party at least thirty (30) days written notice before such withdrawal shall become effective. Any unearned payments received by KCEMSS shall be reimbursed to Bonner County based on the prorated amount in accordance with the days of service rendered for the month.

INVALIDITY

If any portion of this Agreement is determined to be invalid or enforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion and shall not affect any other portions or provisions which shall be given the fullest effect permitted by law. In the event that it should be determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void and the parties hereto shall be relieved of any further performance under the terms of this Agreement. In the event that Bonner County should fail to fund BCEMS as set forth above, Bonner County, KCEMSS and Spirit Lake Fire hereto shall be relieved of any further performance under the terms of this Agreement.

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement, that party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

COMPLETE AGREEMENT

This Agreement, including Attachments A, B and C hereto, constitutes the complete and final understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement signed by KCEMSS and Bonner County.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date shown below.

DATED this 12th day of December, 2024.

**KOOTENAI COUNTY EMERGENCY
MEDICAL SERVICES SYSTEM**

ATTEST:

Woody McEvers
Woody McEvers, Chairman

Tracy P. Q.
Tracy Abrahamson, Secretary

DATED this ____ day of _____, 2024.

SPIRIT LAKE FIRE PROTECTION DISTRICT

ATTEST:

Gary Pfahler, Chairman

Anne Boisvert, Secretary

DATED this ____ day of _____, 2024.

**BONNER COUNTY
BOARD OF COMMISSIONERS**

ATTEST:

Asia Williams, Chairwoman

By: _____
Deputy Clerk

Ron Korn, Commissioner

Steve Bradshaw, Commissioner

DRAFT

ATTACHMENT A

ALS Transport Coverage Area

KCEMSS, Spirit Lake Fire and Bonner County agree that those areas of Bonner County that are within Spirit Lake Fire Protection District will be covered by EMS transport service by Spirit Lake Fire Protection District or other units designated by the Kootenai County Emergency Medical Services System.

Advanced Life Support response shall be selected based upon the closest (based upon mileage from the assigned station to the call) available paramedic staffed unit including resources from Bonner County Priest River Station and any Kootenai County paramedic staffed unit. The ALS coverage area to which this paragraph shall apply shall run along the southern border of Bonner County west of 4265 Kelso Lake to the Washington state line and north to mile marker 30.3 on Highway 41 (including Three Rocks Lane to the state line, Tower Mountain Road to the end).

Both parties further agree to act upon requests for EMS mutual aid whenever each respective county has units that are available within a reasonable response time to the incident. Neither party will expect compensation from the other regarding these responses. This agreement does not cover rescue services or other activities related to the duties and responsibilities of the respective fire protection districts.

ATTACHMENT B

ALS Transport Billing and Reimbursement Procedures

The billing and reimbursement procedure for all ALS Transport calls involving a BCEMS paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS) shall be as follows:

1. BCEMS will submit all ALS transport reports for all calls involving a BCEMS paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS). ALS reports covering the previous month must be delivered to the KCEMSS billing contractor, Systems Design, no later than the 15th of the month.
2. KCEMSS will reimburse BCEMS \$65.00 for each report that is submitted and billed as an ALS call, and payment received as an ALS call by System Design Billing.
3. KCEMSS will reimburse BCEMS once KCEMSS has received full payment for the transport.
4. KCEMSS will provide BCEMS with a quarterly update regarding all unpaid invoices.

ATTACHMENT C

Terms Required by Idaho Law

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).