

RESOLUTION No. 2025- 120

Commissioner's Office

**JUSTICE FUND STATUTORY RESERVE APPROPRIATION**

**WHEREAS**, Idaho Code 31-1605 and 31-4603 provides that in the event of any unforeseen contingency arising, which could not reasonably have been foreseen at the time of making the budget, the Board of County Commissioners, by unanimous vote thereof, shall have the right to make an appropriation from the statutory reserves to the office, department, service, agency, or institution in which said contingency arises, in such amount shall be determined by Resolution of said Board, and;

**WHEREAS**, the Sheriff's Office Marine Division was awarded a Waterways Improvement Fund grant by the Idaho Department of Parks and Recreation to repower a Sheriff's vessel in the amount of \$37,000.00 with a \$25,000.00 grant match, and;

**WHEREAS**, the Board of County Commissioners approved the submission of the grant and signed a letter of commitment for the grant match funds on 01-23-2024, and subsequently accepted the grant upon its award to the County on 06-25-2024, and:

**WHEREAS**, the funds were not previously allocated but Bonner County wants to properly fund the grant project during the FY25 grant budget cycle to ensure continued public safety services to the community.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Commissioners of Bonner County, Idaho authorizes the Clerk to open the 2025 Justice Fund Statutory Reserve Budget and decrease line item 03412-7860 in the amount of \$25,000.00 and open the Sheriff's Office Marine Division budget and increase line item 03479-7860 by \$25,000.00.

The foregoing was duly enacted as a Resolution of the Board of County Commissioners of Bonner County, Idaho, on the 4<sup>th</sup> day of March, 2025.

BONNER COUNTY BOARD OF COMMISSIONERS

  
Asia Williams, Chairwoman

  
Ron Korn, Commissioner

  
Brian Domke, Commissioner

ATTEST, Michael W. Rosedale

By   
Deputy Clerk



## Bonner County Sheriff's Office

### MEMORANDUM

**Date:** January 23, 2024  
**To:** Commissioners  
**From:** Sheriff Daryl Wheeler

**Re:** Approval of IDPR WIF Grant Application and County Match

**Description:**

The Bonner County Sheriff's Office is seeking a Waterways Improvement Fund (WIF) grant through the Idaho Department of Parks and Recreation to purchase two new motors for Marine 4, which is necessary to maintain the law enforcement, public safety, and search and rescue capabilities of the Marine Division. The motors will replace two existing motors that have been in service for approximately 17 years and have reached the end of their life cycle. Marine 4 is an integral part of the Sheriff's Office fleet serving Lake Pend Oreille.

The cost of the two motors is estimated to be approximately \$62,000.00. The Sheriff's Office is seeking a grant in the amount of \$37,000.00 with a County matching funds in the amount of \$25,000.00 (account 03479 9000). Action by the BOCC is required to approve the Grant Application and sign the attached Letter of Commitment.

**Review:** Auditor's Office \_\_\_\_\_  
Legal \_\_\_\_\_

**Distribution:** Original to BOCC  
Original Letter of Commitment and copy of memo to Sheriff's Office  
Copy to Auditor's Office

**A suggested motion would be:** Mr. Chairman, based on the information before us, I move to approve the IDPR WIF grant application in the amount of \$37,000.00 with a county match of \$25,000.00 and authorize the Chairman to sign the Letter of Commitment.

Recommendation Acceptance: ☒ Yes ☐ No

\_\_\_\_\_  
Commissioner Luke Omodt, Chairman

Date: 1-23-24



**Bonner County**  
**Sheriff's Office**

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January 23, 2024

Idaho Department of Parks and Recreation  
Waterways Improvement Fund (WIF) Advisory Committee  
5657 Warm Springs Avenue  
Boise, ID 83716

Re: WIF Grant Application (Bonner County Sheriff Vessel Repower Project)

Please accept this commitment letter confirming that matching funds in the amount of \$25,000.00 are available in support of the grant application for new motors to repower a Bonner County Sheriff's Office patrol vessel.

A handwritten signature in black ink, appearing to read "Luke Omodt", is written over a horizontal line.

Commissioner Luke Omodt  
Chairman



**Bonner County**  
**Sheriff's Office**

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**MEMORANDUM**

**Date:** June 25, 2024  
**To:** County Commissioners  
**From:** Sheriff Daryl Wheeler

**Re:** Waterways Improvement Fund Grant – Sheriff's Vessel Re-Power Project

**Description:**

The Idaho Department of Parks and Recreation (IDPR) provides grant funding to Idaho counties through the Waterways Improvement Fund (WIF) to assist in the application of the Idaho Safe Boating Act. The Bonner County Sheriff's Office applied for a grant to re-power one of the Sheriff's Office vessels, which was endorsed by the Board of County Commissioners on January 23, 2024 and a Letter of Commitment was submitted for \$25,000.00 in matching funds. The grant request in the amount of \$37,000.00 has been awarded to the county for a total project cost of \$62,000.00. The agreement will be effective July 1, 2024 and all expenses eligible for reimbursement must be incurred before June 30, 2025.

Legal \_\_\_\_\_  
Auditor \_\_\_\_\_

**Distribution:** Original to BOCC  
Copy to Sheriff's Office  
Copy to Auditor's Office

**A suggested motion would be:** Mr. Chairman, based on the information before us, I move to approve and sign the agreement between IDPR and Bonner County to accept WIF grant monies to re-power a Sheriff's patrol vessel.

Recommendation Acceptance: ☐ Yes ☐ No

  
Commissioner Luke Omodt, Chairman

Date:

6/25/24





Idaho Department of Parks and Recreation  
GRANT AGREEMENT FORM

Applicant: Bonner County	Project No: WW25-1-09-1
Project Name: Bonner County Sheriff Vessel Repower Project	Date Approved: May 13, 2024
Location: Bonner County	Project Period: From: July 1, 2024 To: June 30, 2025

It is mutually agreed and understood that the use of these funds will be for the purposes stated on the attached budget sheet known as Exhibit A, which is incorporated herein by this reference and subject to the terms as described herein. It is also understood that the Grantee is responsible to obtain all necessary permits; follow applicable bidding laws; keep accurate records of expenses for audit purposes; construct all improvements according to mutually agreed upon construction standards and all applicable state, local, or federal codes and maintain improvements to be open and safe for public use, without regard to one's race, gender, national origin, religion, or disability. It is expressly agreed that the Department's sole involvement in the project covered by this agreement is in design and contribution of funds, that the Department shall acquire no interest in the property or improvements covered by this agreement, and that the Department and the state of Idaho, therefore, shall not bear any liability for use of the facilities or project area except insofar as such loss may be attributable to design by the Department. It is mutually agreed that the Grantee will comply with the rules governing the appropriate recreation program in effect as of the date of this agreement. **Grantees are required to understand and follow the rules outlined in IDAPA 26.01.31 Administration of IDPR Recreational State & Federal Grant Funds, including, but not limited to:**

**Expenditure of Grant Funds.** The grantee shall have only the designated state fiscal year to expend and request reimbursement of grant funds. If the grant funds are not expended within the designated fiscal year, the grant shall be revoked unless the applicant makes a written request and receives an extension of time from the Department.

**Documentation and System of Internal Controls.** The grantee shall maintain a system of internal controls in order to identify the source and disbursement of funds provided for all project costs and match by grant or project. Accounting records shall be supported by source documentation such as vouchers, canceled checks, invoices, payroll, time and attendance records, contract and sub-grant award documents, and other required billing forms.

**Disbursement of Funds.** The Department shall authorize disbursement of funds allocated to a project on a reimbursement basis. This means that the grantee shall initially pay all project costs and then seek reimbursement through the Department using the approved IDPR form. Requests for reimbursement must be received within forty-five (45) days after completion of the project. In addition to reimbursement deadlines in IDAPA 26.01.31, the Department requires that all requests for project closeout reimbursements must be submitted no later than thirty (30) days prior to the end of the designated state fiscal year.

**Grant Modification.** Only for good cause, and upon the submission of detailed justification shown in writing and approval by the State and Federal Grant Manager may the terms and obligations of the grant application or grant agreement be modified.

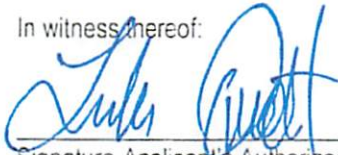
**Public Use/Nondiscrimination.** Physical facilities and real property purchased in whole or in part with grant moneys shall be available for public use regardless of race, color, religion, national origin, gender, age, or disability. Facilities constructed with grant moneys shall meet the requirements as set by the Americans with Disabilities Act Guidelines.

For a complete list of rules please refer to <https://adminrules.idaho.gov/rules/current/26/260131.pdf>

Idaho Department of Parks and Recreation  
GRANT AGREEMENT FORM – page 2

By signing, the grantee acknowledges they understand the terms and conditions of accepting these funds, including any special conditions listed.

In witness thereof:



Signature-Applicant's Authorized Representative

BCCC-Chairman

Title

6/25/24

Date

APPROVED:




Idaho Department of Parks and Recreation

IDPR Grant Manager

Title

7.18.2024

Date

This document has been reviewed by the following staff member:  Director's approval is recommended Date <u>7.8.24</u>
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Douglas McGeachy <douglas.mcgeachy@bonnercountyid.gov>

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**Re: Budget Questions**

1 message

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**Jessica Stephany** <jessica.stephany@bonnercountyid.gov>  
To: Douglas McGeachy <douglas.mcgeachy@bonnercountyid.gov>  
Cc: Ror Lakewold <ror.lakewold@bonnercountyid.gov>

Thu, Feb 6, 2025 at 3:49 PM

Auditing approves. Make sure you send this legal and risk as well.

Thanks,

**Jessica Stephany**

Comptroller - Chief Deputy Clerk

Bonner County

1500 Highway 2, Suite 336

Sandpoint, ID 83864

Phone: 208-265-1437 ext 1313

On Thu, Feb 6, 2025 at 1:16 PM Douglas McGeachy <douglas.mcgeachy@bonnercountyid.gov> wrote:

Thank you Jessica, much appreciated. The memo and resolution packet are attached for your review and approval.

Thanks again!

Doug

On Wed, Feb 5, 2025 at 2:31 PM Jessica Stephany <jessica.stephany@bonnercountyid.gov> wrote:

Statutory reserves GL 03412 - 7860

**Jessica Stephany**

Comptroller - Chief Deputy Clerk

Bonner County

1500 Highway 2, Suite 336



Douglas McGeachy <douglas.mcgeachy@bonnercountyid.gov>

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**[EXT SENDER] Re: BOCC Resolution**

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**Bill Wilson** <bill.wilson@bonnercoid.gov>

Thu, Feb 6, 2025 at 6:52 PM

To: Christian Jostlein <christian.jostlein@bonnercountyid.gov>, Douglas McGeachy <douglas.mcgeachy@bonnercountyid.gov>

Approved

Sent from my Verizon, Samsung Galaxy smartphone  
Get [Outlook for Android](#)

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**From:** Christian Jostlein <[christian.jostlein@bonnercountyid.gov](mailto:christian.jostlein@bonnercountyid.gov)>  
**Sent:** Thursday, February 6, 2025 4:56:20 PM  
**To:** Douglas McGeachy <[douglas.mcgeachy@bonnercountyid.gov](mailto:douglas.mcgeachy@bonnercountyid.gov)>  
**Cc:** Bill Wilson <[bill.wilson@bonnercoid.gov](mailto:bill.wilson@bonnercoid.gov)>  
**Subject:** Re: BOCC Resolution

Thank you, Risk approves.

*Christian Jostlein*

Risk Manager

Bonner County Risk Management

Risk Management

Suite 202

[521 South Division](#)

[Sandpoint, ID 83864](#)

Phone: 208.265.7974 x1326

Cell: 208.217.0768

[riskmanagement@bonnercountyid.gov](mailto:riskmanagement@bonnercountyid.gov)

On Thu, Feb 6, 2025 at 3:53 PM Douglas McGeachy <[douglas.mcgeachy@bonnercountyid.gov](mailto:douglas.mcgeachy@bonnercountyid.gov)> wrote:



Hi Bill and Christian,

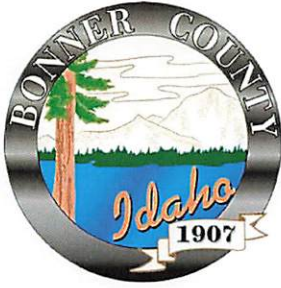
Jessica has approved this resolution and requested I sent it to both of you for review as well. Please let me know if you approve or have any questions.

Thanks!

Doug

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Lt. Douglas McGeachy  
Bonner County Sheriff's Office  
Marine Division  
[4001 N. Boyer Avenue](#)  
[Sandpoint, ID 83864](#)  
Office: (208) 263-8417 x-3124  
Cell: (208) 946-6683



# Bonner County

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## Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

March 4, 2025

## Memorandum

Sheriff  
Item #1

To: Commissioners

From: Sheriff's Office

Re: Resolution for Transfer of Funds from Statutory Reserve to Marine Division

The Marine Division is requesting funds be transferred from the Justice Fund Statutory Reserve (03412-7860) to the Marine Division account (03479-7860) in the amount of \$25,000.00. The BOCC approved the grant submission on 01-23-2024 and signed a commitment letter for the matching funds. The grant was awarded to the county and the BOCC subsequently voted to accept the grant on 06-25-2024. However, the grant match funds were not allocated during the budget process and are necessary to move forward with the grant project.

Auditing Review:   X  

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:   X  

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:   X  

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

Distribution:        Original to BOCC  
       Copy to

A suggested motion would be: **Based on the information before us, I move to approve Resolution #2025- 16 authorizing the Justice Fund Statutory Reserve (account #03412-7860) appropriation to the Marine Division (account #03479-7860) in the amount of \$25,000.**

Recommendation Acceptance: ☒ yes ☐ no

Asia Williams  
Asia Williams, Chairwoman

Date: 3/4/25