



# **Bonner County**

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## **Board of Commissioners**

Cary Kelly

Glen Bailey

Todd Sudick

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

December 22, 2015 – 9:00 A.M.

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

On Tuesday, December 22, 2015 the Bonner County Commissioners met for their regularly scheduled meeting with all three Commissioners present. Chairman Kelly called the meeting to order at 9:00 a.m. The Invocation was presented by Chad Wilks of the Sandpoint Church of the Nazarene, and the Pledge of Allegiance followed.

#### **ADOPT ORDER OF THE AGENDA**

Commissioner Bailey made a motion to amend the agenda by adding Miscellaneous item #2 Discussion/Decision Regarding Lexis/Nexis (Law Library); \$250.00 per month. Commissioner Sudick seconded the motion. All in favor. The motion passed.

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

**PUBLIC COMMENT** - There was no public comment.

#### **CONSENT AGENDA**

Commissioner Sudick made a motion to approve the consent agenda.

- 1) Liquor Licenses: The Hound, Sandpoint, ID; Arlo's, Sandpoint, ID; Powder Hound Pizza, Sandpoint, ID; Pend Oreille Shores Resort, Hope, ID; Monarch Market, Clark Fork, ID; Bangkok on Second, Sandpoint, ID; Millie's, Priest River, ID; The Bernd Barrel, Sandpoint, ID
  - 2) Bonner County Commissioners' Minutes for December 15, 2015
- Commissioner Bailey seconded the motion. All in favor. The motion passed.

#### **MISCELLANEOUS**

- 1) Discussion/Decision Regarding renumbering of Resolution 15-98.

Commissioner Bailey made a motion to authorize the renumbering of Resolution #15-98 for the Priest River Easement for Utility Crossing due to a clerical error which was previously approved on December 15, 2015 from Resolution # 15-98 to Resolution # 15-100. Commissioner Sudick seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Lexis/Nexis Contract (Law Library); \$250.00 per month

Commissioner Sudick made a motion to that the County approve the Lexis Nexis – Lexis Advance ® Subscription Amendment for State/Local Government – with Library Patron Access for legal research to the public at the East Bonner County Public Library for the amount of \$250.00 per month, and allow the Chairman to sign administratively. Commissioner Bailey seconded the motion. All in favor. The motion passed.

#### **PLANNING** – Clare Marley

- 1) Discussion/Decision Regarding Final Plat, Kappen Slough Estates, File SS1795-14

Commissioner Sudick made a motion to approve the final plat of Kappen Slough Estates, File # SS1795-14 and authorize the Chairman to sign the final plat. Commissioner Bailey seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Vacating a portion of Birch Bay Lane (Raabe), File #VS1826-15;  
**Resolution**

Commissioner Bailey made a motion to approve Resolution # 15-101, vacating a portion of Birch Bay Lane public right-of-way, File # VS1826-15 and authorize the Chairman to sign said resolution. Commissioner Sudick seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Vacating a portion of Birch Bay Lane (Rudeen), File #VS1833-15; **Resolution**

Commissioner Bailey made a motion to table this item until the fees have been received. Commissioner Sudick seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Vacating a portion of Kootenai-Cabinet Wagon Road, File #VS1832-15; **Resolution**

Commissioner Sudick made a motion to approve Resolution #15-102, vacating a portion of Kootenai-Cabinet Wagon Rad public right-of-way, File # VS1832-15 and authorize the Board to sign said resolution. Commissioner Sudick seconded the motion. All in favor. The motion passed.

**EMS – Bob Bussey**

1) Discussion/Decision Regarding Contract with Sacred Heart Engineering Services; \$1,500 Annual Fee

Commissioner Bailey made a motion to approve and sign the contract for Providence Sacred Heart Engineering to continue to perform periodic maintenance on the listed medical equipment that Bonner County EMS currently owns. This contract term is for 1 year, with no money due until services are rendered. Commissioner Sudick seconded the motion. All in favor. The motion passed.

**PARKS & WATERWAYS – Steve Klatt**

1) Discussion/Decision Regarding Department of Lands – land Use Permit No. 100061 – Priest Lake Groomers; Annual Fee \$1,500

Commissioner Sudick made a motion to approve State of Idaho Land Use Permit No. 100061 at the annual rate of \$1,500 to allow the Priest Lake Groomers Association to groom trails and maintain facilities on state land and authorize the Chairman to sign and execute the Permit. Commissioner Bailey seconded the motion all in favor. The motion passed.

**RISK MANAGEMENT/HUMAN RESOURCES – Cindy Binkerd**

1) Discussion/Decision Regarding Employee Pay Sheets

Commissioner Bailey made a motion to approve the pay sheets as presented: Public Works/Maintenance: 1 Full Time Employee; Custodian; Filling a newly approved custodian position; Sheriff's Office: 1 Full Time employee; Patrol Deputy Certification completion; moving to intermediate pay step; 1 Full Time employee; Promotion to Detention Sergeant with pay adjustment; Fairgrounds: 1 Part Time Employee; Administrative Assistant; Status change to on call. No change in pay; Justice Services: 1 Part Time Employee; Planthouse attendant; Student Program funded. Commissioner Sudick seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Employee Manual Modification

Commissioner Sudick made a motion to approve the written order adopting new Subsection to the Bonner County Personnel Policy Manual identified as “Subsection §500.1.1.6.iii. Commissioner Bailey seconded the motion all in favor. The motion passed.

**EXTENSION OFFICE – Jennifer Jensen**

- 1) Discussion/Decision Regarding Canon Copier Lease Agreement; \$191.96 per month

Commissioner Bailey made a motion to approve the Copy Machine Lease Agreement from Canon Solutions America for the 60-month lease of the Canon c5250 Advance Color Digital System at a rate of \$191.96 per month for the lease and \$0.0077 per black and white copy and \$0.06 per color copy and allow the Chairman to sign. Commissioner Sudick seconded the motion. All in favor. The motion passed.

**PUBLIC WORKS – Matt Klingler**

- 1) Discussion/Decision Regarding Sole Sourcing of a Software Purchase

Commissioner Sudick made a motion to approve the posting of the 14 day notice sole sourcing this contract with Tyler Software. Commissioner Bailey seconded the motion. All in favor. The motion passed.

**CLERK – Michael W. Rosedale**

- 1) Discussion/Decision Regarding Collection Service Agreement; Resolution

Commissioner Bailey made a motion to approve the Collections Services Agreement with Alliance One. Commissioner Sudick seconded the motion. All in favor. The motion passed.

- 2) Regarding Domestic Violence Coordinator; \$77,547

Commissioner Sudick made a motion to approve the Domestic Violence Coordinator MOU between Bonner County and the Idaho Supreme Court. Commissioner Bailey seconded the motion. All in favor. The motion passed.

- 3) Discussion/Decision Regarding Payment of Claims Batch #6 \$878,616.43

Commissioner Bailey made a motion to approve payment of FY16 Claims in Batch #6 totaling \$878,616.43. Commissioner Sudick seconded the motion. All in favor. The motion passed.

Claims Batch #6		
General Fund	\$	126,021.64
Road & Bridge	\$	73,754.81
Airport	\$	43,649.33
Elections	\$	1,235.39
Drug court	\$	305.88
District Court	\$	26,885.33
911 Fund	\$	26,145.14
Indigent and Charity	\$	1,700.11
Revaluation	\$	1,181.99
Solid Waste	\$	406,024.92
Tort	\$	9,176.30
Weeds	\$	100.00
Parks & Recreation	\$	6,946.56
Justice Fund	\$	136,651.84
Snow Groomers - Priest Lake	\$	2,690.00

Snow Groomers - Sandpoint	\$	54.36
Waterways	\$	4,414.85
Grants	\$	8,277.98
Drainage District	\$	3,400.00
Total	\$	878,616.43

4) Discussion/Decision Regarding

Commissioner Sudick made a motion to approve payment of FY16 EMS Claims in Batch #6 totaling \$42,302.59. Commissioner Bailey seconded the motion. All in favor. The motion passed.

Claims Batch #6	
Ambulance District	\$ 42,302.59

There being no further business to come before the meeting, at 9:43 a.m. Chairman Kelly adjourned the meeting.

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December 15, 2015 – December 22, 2015

Board of County Commissioners

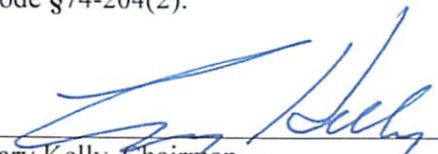
**Tax Cancellations, Assistance Meetings/Admin, Executive Sessions & Special Meetings**

On Wednesday, December 16, 2015 Treasurer Cheryl Piehl met with the Board to discuss the following files: Approved: RP59N02W114050A 2015; RP54N03W012402A 2015; RP0372800001B0A 2015; RP033860000030A 2015; MH59N02W11825LA 2015; RPR0364020005TA 2015.

On Wednesday, December 16, 2015 Assistance Director Kevin Rothenberger met with the Board to discuss the following files: Denied: 2016-013; 2016-014


On Monday, December 21, 2015 a Debriefing meeting was held pursuant to Idaho Code §74-204(2).

On Tuesday, December 15, 2015 a Workshop re: Business Tax Exemption was held pursuant to Idaho Code §74-204(2).

  
 Cary Kelly, Chairman

12/29/15  
 Date

ATTEST: Michael W. Rosedale

By   
 Deputy Clerk