



# **Bonner County**

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## **Board of Commissioners**

Cary Kelly

Glen Bailey

Todd Sudick

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

October 18, 2016 – 9:00 A.M.

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

On Tuesday, October 18, 2016 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. Pastor Jon Pomeroy with the Sandpoint Church of God led the Invocation and the Pledge of Allegiance followed.

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

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

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

#### **CONSENT AGENDA**

- 1) Bonner County Commissioners' Minutes for October 11, 2016

Commissioner Bailey made a motion to approve the consent agenda as presented. Commissioner Sudick seconded the motion. All in favor. The motion passed.

#### **TREASURER** – Cheryl Piehl

- 1) Discussion/Decision Regarding E-Notices Online Services Contract with Master's Touch LLC; \$960.00

Commissioner Sudick made a motion to approve the contract with Master's Touch LLC for E-Notices Online Services for a fee of \$.005 per statement and \$.015 for the instructions, for an anticipated total of \$960.00. This will allow taxpayer's access to their tax notices online. Commissioner Bailey seconded the motion. There was a brief discussion amongst the audience, Cheryl Piehl and the Board regarding this item. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Credit Card Payment Processing Agreement with Forte Payment Systems, Inc.

Commissioner Bailey made a motion to approve the credit card payment processing agreement with Forte Payment Systems, Inc. which will allow taxpayers to pay their taxes online with a credit card; there is no cost to the County for this service. Commissioner Sudick seconded the motion. There was a brief discussion amongst the audience, Cheryl Piehl and the Board regarding this item. All in favor. The motion passed.

- 3) Discussion/Decision Regarding Request for Petty Cash Funds – Solid Waste Careywood Site - \$100.00

Commissioner Sudick made a motion to authorize the Treasurer to transfer \$100.00 from the Treasurer's Account to the Solid Waste Department's petty cash drawer to use for operations at the Careywood site. There was a brief discussion amongst the audience, Cheryl Piehl and the Board regarding this item. Commissioner Bailey seconded the motion. All in favor. The motion passed.

**CLERK** – Michael W. Rosedale

1) Discussion/Decision Regarding Payment for FY16 Claims Batch #28; \$1,189,973.85

Claims Batch #28		
General Fund	\$	238,949.16
Road & Bridge	\$	199,873.25
Airport	\$	21,408.73
Elections	\$	27,094.60
Drug court	\$	3,627.99
District Court	\$	20,399.80
911 Fund	\$	193,807.88
Court Interlock	\$	225.00
Indigent and Charity	\$	578.47
Junior College Tuition	\$	900.00
Revaluation	\$	13,537.93
Solid Waste	\$	148,297.58
Tort	\$	39,458.71
Weeds	\$	18,891.70
Parks & Recreation	\$	1,661.73
Justice Fund	\$	221,997.32
Snow Groomers - Sandpoint	\$	78.02
Waterways	\$	18,187.21
Grants	\$	20,998.77
<b>Total</b>	<b>\$</b>	<b>1,189,973.85</b>

Commissioner Bailey made a motion to approve payment of the FY16 Claims in Batch #28 totaling \$1,189,973.85. Commissioner Sudick seconded the motion. Here was a brief discussion amongst the audience and the Board regarding this item. All in favor. The motion passed.

2) Discussion/Decision Regarding Payment for FY16 EMS Claims Batch #28; \$114,663.28

Claims Batch #28		
Ambulance District	\$	114,663.28

Commissioner Sudick made a motion to approve payment of FY16 EMS Claims in Batch #28 totaling \$114,663.28. Commissioner Bailey seconded the motion. All in favor. The motion passed.

**PUBLIC WORKS – Matt Klingler**

1) Discussion/Decision Regarding Sheriff’s Office Roof Replacement Bid Award & Contract with Renegade NW, Inc.; \$399,400.00

Commissioner Bailey made a motion to award the bid and approve the contract with Renegade NW Inc. for the Sheriff’s Office Roof Replacement Project in the amount of \$399,400.00. Commissioner Sudick seconded the motion. There was a brief discussion amongst the audience, Matt Klingler and the Board regarding this agenda item. All in favor. The motion passed.

2) Discussion/Decision Regarding Professional Services Agreement with JUB Engineers for the Colburn Solid Waste Facility Reconstruction Project; \$50,000.00

Section 1: Introduction

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Section 2: Description of the project

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Section 3: Objectives

Section 3: Objectives

Section 4: Methodology

Section 4: Methodology

Section 5: Results

Section 5: Results

Section 6: Discussion

Section 6: Discussion

Section 7: Conclusion

Section 7: Conclusion

Section 8: References

Section 8: References

Section 9: Appendix A

Section 9: Appendix A

Section 10: Appendix B

Section 10: Appendix B

Section 11: Appendix C

Section 11: Appendix C

Section 12: Appendix D

Section 12: Appendix D

Section 13: Appendix E

Section 13: Appendix E

Section 14: Appendix F

Section 14: Appendix F

Section 15: Appendix G

Section 15: Appendix G

Section 16: Appendix H

Section 16: Appendix H

Section 17: Appendix I

Section 17: Appendix I

Section 18: Appendix J

Section 18: Appendix J

Commissioner Sudick made a motion to approve the JUB Authorization for Additional Services regarding the Colburn Solid Waste Facility Reconstruction Project. This agreement will provide planning services for a Survey, Preliminary Design and a Conditional Use Permit in the amount of \$50,000. Commissioner Bailey seconded the motion. There was a brief discussion amongst the audience, Matt Klingler and the Board regarding this agenda item. 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: Sheriff's Office: 1 Full Time Employee; Advanced Level III Certification achieved. Pay Adjustment; GIS Technology: 1 Full Time Employee; New Hire GIS Analyst. Filling vacated position; Coroner: 3 On call Deputy Coroners; Moving to a wage schedule from stipend payments; Planning and Zoning: 1 Full Time Employee; Promotion to full time Compliance Coordinator; Pay Adjustment, 1 Full Time Employee; Position transfer to part time Compliance Investigator; No Change in pay. Commissioner Sudick seconded the motion. There was a brief discussion amongst the audience, Cindy Binkerd and the Board regarding this item. All in favor. The motion passed.

**JUSTICE SERVICES – Ron Stultz**

- 1) Discussion/Decision Regarding Justice Services Department Operating Agreement

Commissioner Sudick made a motion to approve the Bonner County Justice Services Department Operating Agreement This agreement sets forth the operating plan for Bonner County Justice Services for the fiscal year 2016-2017 as supported by legislative code and has been approved by legal. Commissioner Bailey seconded the motion. There was a brief discussion amongst the audience, Ron Stultz and the Board regarding this item. All in favor. The motion passed.

**PARKS & WATERWAYS – Steve Klatt**

- 1) Discussion/Decision Regarding Request to Publish Sole Source Notice – Sandpoint Groomers Tow Vehicle; \$117,600.00 total with \$28,875.00 County Match

Commissioner Bailey made a motion to authorize Parks & Waterways Department to publish a legal notice for the sole source purchase of an International truck from Rush Truck Sales in the amount of \$117,600.00 for the Sandpoint Groomers utilizing grant funds and a county match from Fund 37 as budgeted. Commissioner Sudick seconded the motion. There was a brief discussion amongst the audience, Steve Klatt and the Board regarding this agenda item. All in favor. The motion passed.

**PLANNING – Milton Ollerton**

- 1) Discussion/Decision Regarding Conditional Use Permit Time Extension Request for Clagstone Meadows File C917-08

Commissioner Sudick made a motion to approve a time extension for Clagstone Meadows PUD, File C917-08, to November 19, 2018. Commissioner Bailey seconded the motion. There was a brief discussion amongst the audience, Saegen Nieman and the Board regarding this item. All in favor. The motion passed.

At 9:51 a.m. Chairman Kelly recessed the meeting for 15 minutes.

At 10:03 a.m. Chairman Kelly reconvened the meeting.

**EXECUTIVE SESSION**

- 1) Executive Session under Idaho Code § 74-206 (1) (B) Personnel with Human Resources Director Cindy Binkerd

Commissioner Bailey made a motion that the Board enter into executive session under Idaho Code §74-206(1) (B) Personnel with Human Resource Director Cindy Binkerd. Commissioner Sudick

seconded the motion. Roll Call Vote: Commissioner Sudick - Yes; Commissioner Kelly - Yes; Commissioner Bailey – Yes

Commissioner Bailey made a motion to approve the job description as presented by HR. Commissioner Sudick seconded. All in favor, the motion passed.

There being no further business to come before the meeting, at 10:15 a.m. Chairman Kelly adjourned the meeting.

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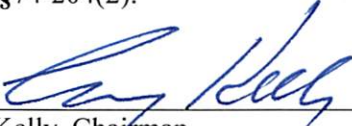
The following is a summary of the Board of County Commissioners Special Meetings, (including Tax Cancellations, Assistance Meetings/Admin and other) Executive Sessions, Emergency Meetings and Hearings held during the week of October 11, 2016 – October 18, 2016  
Copies of the complete meeting minutes are available upon request.

On Wednesday, October 12, 2016 Treasurer Cheryl Piehl met with the Board to discuss the following files: Approved: RPS0500025009AA 2015; RP58N01E032550A 2016; MH0310300A0180A 2014-2015

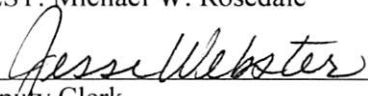
On Wednesday, October 12, 2016 Assistance Director Kevin Rothenberger met with the Board to discuss the following files: Denied: 2016-101 appealed Suspended: 2016-108

On Tuesday, October 11, 2016 A Meeting with the Planning Department was held pursuant to Idaho Code §74-204(2).

On Monday, October 17, 2016 a Department Head meeting was held at 11:00 a.m. pursuant to Idaho Code §74-204(2).

  
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Cary Kelly, Chairman

ATTEST: Michael W. Rosedale

By   
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Deputy Clerk

10/25/2016  
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Date