



Bonner County

Board of Commissioners

Cary Kelly

Glen Bailey

Todd Sudick

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

December 6, 2016 – 9:00 A.M.

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

On Tuesday, December 6, 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. There was a moment of silence and the Pledge of Allegiance followed.

ADOPT ORDER OF THE AGENDA

Commissioner Bailey made a motion to remove: *Airport Item #2: Discussion/Decision Regarding Bid Selection & Contract Award, Maintenance Shed at Priest River Airport*

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 – None

CONSENT AGENDA

1) Liquor Licenses: Blanchard Inn, Blanchard, ID; Pack River General Store, Sandpoint, ID; Hill's Resort, Priest Lake, ID; Dilunas, Sandpoint, ID; Ol Red's Pub, Sandpoint, ID; Whitley Oil, Priest River, ID; Second Ave Pizza, Sandpoint, ID; Eichardt's Pub Grill & Coffee House, Sandpoint, ID; Baxter's on Cedar, Sandpoint, ID

2) Bonner County Commissioners' Minutes for November 29, 2016

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

SHERIFF – Daryl Wheeler

1) Discussion/Decision Regarding a Budget Adjustment, Statutory Reserve Appropriation; Resolution, \$400,000.00

Commissioner Bailey made a motion to approve Resolution 16-94 authorizing the Clerk to open the Justice Fund Statutory Reserve Budget and decrease line item 34-12-559-00, Miscellaneous Expense, in the amount of \$400,000.00 from \$500,000.00 to \$100,000.00 and open the Sheriff's Budget and increase line item 0034-02-0808-0000, Capital – Buildings, in the amount of \$400,000 from \$0 to \$400,000.

Commissioner Sudick seconded the motion. Roll- Call Vote: Commissioner Sudick – yes, Commissioner Kelly – yes, and Commissioner Bailey – yes. All in favor. The motion passed.

2) Discussion/Decision Regarding Unanticipated Revenue; Resolution, \$45,664.50

Commissioner Sudick made a motion to approve Resolution #16- 95 authorizing the Clerk to open the Sheriff's Budget and schedule revenue by increasing line item# 34-02-801-00, Capital Vehicles by \$45,664.50 from \$200,000.00 to \$245,664.50. These funds were received from the County's insurance company for a totaled vehicle and will be used to purchase a replacement. Commissioner Bailey seconded the motion. All in favor. The motion passed.

PLANNING – Milton Ollerton

- 1) Discussion/Decision Regarding an Amendment to the Tyler Software Contract to include Software for the Planning Department; \$84,850.00

Commissioner Bailey made a motion to approve the Amendment to the contract with Tyler Technologies to include software for the Planning Department. Commissioner Sudick seconded the motion. All in favor. The motion passed.

AIRPORTS – Jim Kaiser

- 1) Discussion/Decision Regarding the Reappointment & Appointment of Members to the Priest River Airport Advisory Board; Resolution

Commissioner Sudick made a motion to approve Resolution 16-96 appointing Greg Snow and re-appointing George Weaver and Randy Blinn to the Priest River Airport Advisory Board with three (3) years terms ending December 5, 2019. Commissioner Bailey seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Professional Services Agreement with ES Engineering, Priest River Airport Land Acquisition/Avigation Easements

Commissioner Sudick made a motion to accept the Agreement for Professional Services with ES Engineering for the Priest River Airport Land Acquisition/Avigation Easements for Runway 01/19 FAA Grant (AIP 3-16-0058-006) at the estimated cost of \$106,630.00. I further move to authorize the Chairman to sign the Memorandum administratively. There was discussion amongst the BOCC, County Employees, and members of the public. Commissioner Bailey seconded the motion. All in favor. The motion passed.

HUMAN RESOURCES/RISK MANAGEMENT – Cindy Binker

- 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; New hire Driver's License Clerk I; Filling a vacated position; Planning: 1 Full Time Employee; Completed probation; Pay Adjustment; Coroner's Office: Three on-call Deputies; Monthly Stipend of \$160.00 per on-call. Commissioner Sudick seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Personnel Action Policy and Procedure 300.3

Commissioner Sudick made a motion to approve the request for the addition of Personnel Action Policy and Procedure, 300.3, to the Bonner County Personnel Policy Manual. Commissioner Bailey seconded the motion. All in favor. The motion passed.

EMERGENCY MANAGEMENT – Bob Howard

- 1) Discussion/Decision Regarding Memorandum of Understanding between Bonner General Health and Bonner County for the use of a 100kw Generator

Commissioner Bailey made a motion to approve the Memorandum of Understanding between Bonner County and Bonner General Health for use of the 100kw generator. Commissioner Sudick seconded the motion. All in favor. The motion passed.

EMS – Bob Bussey

- 1) Discussion/Decision Regarding Unanticipated Revenue; Resolution, \$37,758.00

Commissioner Sudick made a motion to approve Resolution No. 16-97 authorizing the Clerk to schedule revenue in the FY2017 budget, by increasing line item# 76-01-801-02 Capital Other by \$37,578.00 from \$63,215.00 to \$100,793.00. This Resolution acknowledges the receipt of unanticipated grant revenue received from Burlington Northern Railway and authorizes the purchase of an off road ambulance. Commissioner Bailey seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding Records Destruction; Resolution

Commissioner Bailey made a motion to approve Resolution #16-98 authorizing EMS to destroy the documents listed in Exhibit "A" as they are classified by Idaho Code 31-871 as "permanent," "semi-permanent," or "temporary" and have exceeded the required dates for retention. Commissioner Sudick seconded the motion. All in favor. The motion passed.

3) Discussion/Decision Regarding Sole Source Procurement, Off Road Ambulance; \$45,000.00
Commissioner Sudick made a motion to declare that there is only one vendor, ASAP Off-Road Specialty Vehicles, with the established history of building a MedStat off-road ambulance and authorize EMS to publish a 14 day notification of sole source procurement for approximately \$45,000.00. Commissioner Bailey seconded the motion. All in favor. The motion passed.

4) **MISCELLANEOUS –**

1) Discussion/Decision Regarding Sam Owen Fire District Annexation, Warren Island
Commissioner Bailey made a motion to approve the Order of Annexation of Warren Island into Sam Owen Fire District. Commissioner Sudick seconded the motion. All in favor. The motion passed.

Commissioner Kelly recessed the meeting at 9:53 a.m.
Commissioner Kelly reconvened the meeting at 10:00 a.m.

EXECUTIVE SESSION

Executive Session under Idaho Code § 74-206 (1) (a) Hiring with Human Resources Director Cindy Binkerd & Justice Services – Ron Stultz & Will Hunter

1) Discussion/Decision Regarding Staffing for Justice Services

Commissioner Bailey made a motion that the Board enter into executive session under Idaho Code §74-206(1) (a) Hiring with Human Resource Director Cindy Binkerd & Justice Services. Commissioner Sudick seconded the motion. Roll Call Vote: Commissioner Sudick - Yes; Commissioner Kelly - Yes; Commissioner Bailey – Yes.

There being no further business to come before the meeting, at 10:28 a.m. Chairman Kelly adjourned the meeting.

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 November 29, 2016 – December 6, 2016
Copies of the complete meeting minutes are available upon request.

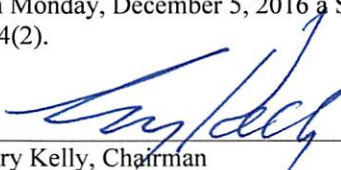
On Wednesday, December 30, 2016 Treasurer Cheryl Piehl met with the Board to discuss the following files:
Approved: MH000610000020A, MH55N02W05495BA, MH55N02W05495AA, MH55N02W05495CA
MH55N02W054950A, MH56N06W258101A, RP55N05W188100A, MH55N05W18810DA,
SC009500005860A, MHR021700A0050A

On Wednesday, November 30, 2016 Assistance Director Kevin Rothenberger met with the Board to discuss the following files: Denied: 2017-003, 2017-004

On Monday, December 5, 2016 an Executive Session with the Prosecutor's Office was held pursuant to Idaho Code §74-206 (1)(f) Litigation. Commissioner Sudick moved to approve the Conditional Settlement Agreement between Bonner County and Sally Phillips. This Agreement is in regard to a Planning Department Zoning Violation. Commissioner Bailey seconded. All in favor, the Motion passed.

On Monday, December 5, 2016 a Department Head Meeting was held pursuant to Idaho Code §74-204(2).

On Monday, December 5, 2016 a Special Meeting with Andy Fujimoto was held pursuant to Idaho Code §74-204(2).



Cary Kelly, Chairman

ATTEST: Michael W. Rosedale

By 

Deputy Clerk

12/13/16

Date