



Bonner County

Board of Commissioners

Lewis Rich Cornel Rasor Mike Nielsen

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

June 28, 2011 - 8:45 AM

Bonner County Administration Bldg.

Third Floor Conference Room

1500 Hwy 2, Suite 308, Sandpoint, ID

On Tuesday, June 28, 2011 the Bonner County Commissioners met for their regularly scheduled meeting with all three Commissioners present.

CALL TO ORDER

Chairman Lewis Rich called the meeting to order at 8:45 a.m.

INVOCATION

Pastor Ken Lawrence of the River of Life Church presented the Invocation.

PLEDGE OF ALLEGIANCE

ADOPT ORDER OF THE AGENDA

Chairman Rich advised of the following changes to the Agenda.

- 1) **Miscellaneous:** Add Item 8: Discussion/Decision Regarding Approval of Invoice for Real Estate Services of Dale Pyne Leadership, for the Priest River Airport Lot G Purchase.

Commissioner Nielsen made a motion to adopt the Order of the Agenda, as amended. Commissioner Rasor seconded the motion. All in favor. The motion passed.

MEETING UPDATES

Commissioner Rasor: Commissioner Rasor reported on his meeting with the Courthouse Relocation Group and the issues concerning the relocation of personnel and equipment during the upcoming construction. The Administration Building is almost ready for the relocation; the Bank Building is being outfitted for the relocation. The remodel is set to begin July 19, 2011 with a completion date of October 25, 2011. The Kyron abatement technical specs have been received and are available.

Commissioner Nielsen: Commissioner Nielsen reported on his meeting with individuals at the Falls Inn to discuss their interest in starting a "Herd District" in the area to address loose livestock on private property. This has been an ongoing project and will continue to be ongoing.

Commissioner Rich: Commissioner Rich reported on the Bonner County Area Transportation meeting last week and the likelihood that the bypass will be paved by November 1, 2011 or sooner. Commissioner

Rich also reported on the incorrect information in the newspaper regarding temporary fill materials in the project holding up the process – this information was not correct. Commissioner Rich also met with the Ponderay Bay Trail Committee which reported that all hurdles with railroad have been cleared and the project may start during next year's building season. Additionally, all three Commissioners attended the Sheriff's Guild meeting.

PUBLIC COMMENT

Carla Polestra – Carla Polestra appeared representing Oden Water which is doing a water install on Sunnyside Road. Oden Water has been unable to find the water line and suspect it is under the pavement. The Road & Bridge Department has advised Oden Water it will need to obtain an additional \$2,000 permit, and then hire a contractor to cut the pavement to find the water. Oden Water asked for a waiver of the additional permit fees.

Tony Riffel – Tony Riffel thanked the Commissioners for meeting with the Sheriff's Guild and presented additional information regarding a 2.8% pay increase for the City of Sandpoint Police Department.

Mike Brown – Mike Brown had a question about the subject matter of the 11:00 a.m. Special Meeting regarding the Sandpoint Airport.

CONSENT AGENDA

- 1) Idaho Liquor Catering Permit: Bonner County Fair Board – Endurocross Racing, Bonner County Fair Rodeo, Bonner County Fair and Demolition Derby.

Commissioner Nielsen made a motion to conditionally approve the Consent Agenda, pending signature of the licensing documents by the Sandpoint Chief of Police. Commissioner Rasor seconded the motion. All in favor. The motion passed.

ROAD & BRIDGE – Ryan Luttmann

Director Ryan Luttmann presented departmental updates as follows: Road stabilization and mowing rights-of-way are ongoing in all three districts; Districts 1 and 3 are grading roads and District 2 is placing gravel on Nagel Road and cleaning ditches on Campbell Loop. District 3 is also assisting the Construction Crew on Baldy Mountain Road and W. Bronx Road; the Construction Crew is finishing the Bottle Bay road patching, crack sealing Dufort Road and sweeping the Oldtown area.

The following two items were handled together:

- 1) Discussion/Decision Regarding ARRA West Lakeshore Road Bid Advertisement.
- 2) Discussion/Decision Regarding ARRA Upper Pack River Road Bid Advertisement

Commissioner Nielsen made a motion to approve the ARRA Bid Advertisements for West Lakeshore Road and Upper Pack River Road, and authorize the Chairman to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

releasing the state from all liability. The agreement in question covers the railroad crossing, obligating Bonner County for any damage, if the person(s) causing the damage cannot be determined and there is no other avenue for payment of repairs.

Risk Management Director Pam Allen will research the incident for a police report and eventual submission to the appropriate venue for payment.

EMERGENCY MANAGEMENT – Bob Howard

Director Bob Howard explained that the following grant awards remain to be utilized by the end of July, 2011.

- 1) Discussion/Decision Regarding BONFire Request for Reimbursement IDL Project 07 #NFA1-07 for Balance of Grant Award for Amount of \$6006.27.

Commissioner Nielsen made a motion to approve the BONFire Request for Reimbursement IDL Project 07 #NFA1-07 for Balance of Grant Award for Amount of \$6006.27, and to be signed administratively by the Chairman. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 2) Discussion/Decision Regarding BONFire Request for Reimbursement IDL Project #09 ARRA 12 for Balance of Grant Award for Amount of \$4506.

Commissioner Nielsen made a motion to approve the BONFire Request for Reimbursement IDL Project #09 ARRA 12 for Balance of Grant Award for Amount of \$4506, and to be signed administratively by the Chairman. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 3) Discussion/Decision Regarding BONFire Request for Reimbursement IDL Project #09 HRES 12 for Balance of Grant Award for Amount of \$5658.

Commissioner Nielsen made a motion to approve the BONFire Request for Reimbursement IDL Project #09 HRES 12 for Balance of Grant Award for Amount of \$5658, and to be signed administratively by the Chairman. Commissioner Rasor seconded the motion. All in favor. The motion passed.

The Commissioners confirmed, in the future, they would like a breakdown of where the monies are going set out in a spreadsheet.

PLANNING & ZONING – Clare Marley

- 1) Discussion/Decision Regarding Sunkist Subdivision Final Plat, File #SS1453-06.

Commissioner Rasor made a motion to approve Sunkist Subdivision Final Plat, File #SS1453-06, and authorize the Chairman to sign administratively, pending the receipt of the CC&R instrument number. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

MISCELLANEOUS BUSINESS

- 1) Discussion/Decision Regarding Approval of Bonner County Batch #21.

General Fund	\$62,829.86
Road and Bridge	\$43,126.43

3) Discussion/Decision Regarding ARRA Reimbursement No.14.

Commissioner Nielsen made a motion to approve ARRA Reimbursement No. 14 in the amount of \$18,846, and authorize the Chairman to sign administratively. Commissioner Rasor seconded the motion. All in favor. The motion passed.

4) Discussion/Decision Regarding Coolin-Cavanaugh Bay Fire Protection District Request.

There was a lengthy discussion regarding the necessity of immediate signage and an ultimate ordinance regarding congested parking areas along the Cavanaugh Bay area of Coolin, Idaho. Commissioner Nielsen also added that the Sheriff's office should work with legal to get an ordinance drafted on this matter.

Commissioner Nielsen made a motion to support the request from the Coolin-Cavanaugh Bay Fire Protection District that it provide the signage to the Bonner County Road & Bridge Department which will get the signage installed this summer. Commissioner Rasor seconded the motion. All in favor. The motion passed.

5) Discussion/Decision Regarding West Bronx Road Cement Quotes.

Commissioner Rasor made a motion that the W. Bronx Road Cement Contract be awarded to Ground Up Road Construction, Inc. for the unit prices listed on the Bid Submittal Form as recommended by the Road & Bridge Department for a total amount of \$27,107.42, authorize the Road & Bridge Department to proceed with the contract and authorize the Chairman to sign administratively. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

6) Discussion/Decision Regarding Bureau of Homeland Security Grant Application.

Director Luttmann advised the Board of the opportunity to apply for a Bureau of Homeland Security Grant for a mitigation project sub-grant to reduce flood damage to the citizens and infrastructure of Bonner County, Idaho by replacing culverts with a bridge on Soldier Creek at Cavanaugh Bay Road.

Commissioner Nielsen made a motion to authorize the Road & Bridge Director to continue on Phase 2 with the PDM/FEMA application process for the sub-grant for the Cavanaugh Bay culvert replacement. Commissioner Rasor seconded the motion. All in favor. The motion passed.

7) Executive Session Under §67-2345(B) Personnel Adjustments and Wage Reviews.

At 9:25 a.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code §67-2345(B) Personnel Adjustments and Wage Reviews with Road and Bridge Director Ryan Luttmann. Commissioner Nielsen seconded the motion. All in favor. Roll Call: Commissioner Nielsen, Aye; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 9:38 a.m. Commissioner Nielsen made a motion to adjourn the Executive Session and reconvene the regular business meeting. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Chairman Rich mentioned an old agreement wherein Bonner County is responsible for repairs of damages to railroad crossings. Director Luttmann explained that the agreement was set up for a crossing on Sunnyside where accident(s) had occurred at the crossing, and as a result, Bonner County requested the installation of crossing arms. Federal funds were made available to put crossing arms at the location and the State supervised the project. A maintenance-type agreement was required at the end of the project,

Airport	\$8,083.08
Drug Court	\$2,763.28
District Court	\$13,263.55
911 Fund	\$21,957.29
Court Interlock Devices	\$1,007.00
Indigent and Charity	\$26,441.45
Revaluation	\$692.67
Solid Waste	\$2,072.18
Tort	\$3,766.06
Weeds	\$21,215.63
Parks & Recreation	\$2,563.00
Justice Fund	\$105,092.00
Snowmobile - Sandpoint	\$39.09
Waterways	\$2,644.24
Building Construction	\$79,775.91
Grants	\$8,253.40

Commissioner Rasor made a motion to approve Bonner County Batch #21. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

2) Discussion/Decision Regarding Approval of Bonner County EMS Batch #21.

Ambulance District	\$90,055.57
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Commissioner Nielsen made a motion to approve Bonner County EMS Claims Batch #21. Commissioner Rasor seconded the motion. All in favor. The motion passed.

EMS – Rob Wakeley

1) Executive Session under Idaho Code **§67-2345 (A) Hiring.**

At 10:00 a.m. Commissioner Nielsen made a motion to enter into an Executive Session under Idaho Code **§67-2345(A) Hiring** with Chief Rob Wakeley. Commissioner Rasor seconded the motion. All in favor. Roll Call: Commissioner Nielsen, Aye; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 10:30 a.m. Commissioner Rasor made a motion to adjourn the Executive Session and reconvene the regular business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

911 DISPATCH – Marcus Robbins

1) Discussion/Decision Regarding Request for Communications Grant for Tower.

Director Marcus Robbins reported that the Samuels site was up and running; Canada has rejected the frequencies used at the Priest River site so new UCC frequencies are being installed; applicants are still being interviewed.

Regarding the tower issue, Chief Tyler from the Sandpoint Fire Department has offered to put 911 Dispatch on the grant he is submitting to help subsidize the Gold Mountain site project at a 5 percent match. Chief Tyler then explained the grant process for the project and the timelines involved. No final decision was made by the Board.

MISCELLANEOUS ITEMS CONTINUED:

- 3) Discussion/Decision Regarding Approval of Application Certificate for Payment, Invoice 7024 from Ginno Construction for Bonner County Administration Bldg.

Commissioner Nielsen made a motion to approve Application Certificate for Payment, Invoice 7024 in the amount of \$29,201.10 to Ginno Construction for the Bonner County Administration Building. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 4) Discussion/Decision Regarding Appointment of Reg Crawford to the Aquatic Invasive Species Task Force.

Commissioner Rasor made a motion to approve Resolution No. 11-61, appointing Reg Crawford to the Aquatic Invasive Species Task Force Board. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 5) Discussion/Decision Regarding Proposals from Ginno Construction for Unfinished Areas on First Floor of Administration Bldg.

Commissioner Nielsen made a motion to approve the agreement with Ginno Construction for the conversion of the empty rooms on the First Floor Administration Building to be used for the Court system, in the amount of \$33,824. Commissioner Rasor seconded the motion. All in favor. The motion passed.

- 6) Discussion/Decision Regarding Proposed Medical Utilization Management Agreement –Kevin Rothenberger.

Commissioner Rasor made a motion to approve the Medical Utilization Management Agreement, and authorized the Chairman to sign administratively. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 7) Discussion/Decision Regarding Approval of Treasury Appropriation from Current Expense Fund to Building Construction Fund for Emergency Asbestos Abatement – Resolution.

Commissioner Rasor made a motion to approve Resolution No. 11-62 Treasury Appropriation from Current Expense Fund to Building Construction Fund for Emergency Asbestos Abatement. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

- 8) Discussion/Decision Regarding Approval of Invoice for Real Estate Services of Dale Pyne, Leadership for the Priest River Airport Lot G Purchase.

Commissioner Nielsen made a motion to approve payment of the Dale Pyne Invoice No. 121 in the amount of \$485.00. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 12:10 p.m. Commissioner Rasor made a motion to recess the meeting until 1:45 p.m. to finish one Agenda item, Personnel with Pam Allen. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

At 1:45 p.m. Commissioner Lewis Rich called the continuation of the morning meeting back to order.

Commissioner Rasor made a motion to reconvene the regular business meeting. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

PERSONNEL – Pam Allen

Director Pam Allen presented the Employee Recognition Program information to the Commissioners. Commissioner Rasor presented a copy of the updated plan received from ICRMP which included a caution against any discrimination/bias appearing in awarding the honor and a clarification of the funding paragraph.

Commissioner Nielsen explained that the idea behind this recognition award was based on employees coming up with county cost-savings ideas. There can be recognition awards for all types of situations, but this particular award was originally to be awarded to an employee developing cost-savings for the county. In light of this, Commissioner Nielsen suggested this particular award be renamed to clarify its purpose. The plan was renamed: Employee Recognition for Significant Cost-Savings.

There was a lengthy discussion regarding the wording of the entire plan and the implementation of the award. Director Allen will finalize the document and distribute it to the appropriate department heads and officials for review and comments.

Commissioner Nielsen made a motion to approve the Bonner County Employee Recognition for Significant Cost-Savings program as amended. Commissioner Rasor seconded the motion. All in favor. The motion passed.

At 2:00 p.m. Commissioner Rasor made a motion to enter into an Executive Session under Idaho Code §67-2345(A) Hiring/New Hires with Human Resources Director Pam Allen. Commissioner Nielsen seconded the motion. All in favor. Roll Call: Commissioner Nielsen, Aye; Commissioner Rich, Aye; Commissioner Rasor, Aye. The motion passed.

At 2:15 p.m. Commissioner Nielsen made a motion to adjourn the Executive Session and reconvene the regular business meeting. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioner Nielsen made a motion to approve the new hire position for Human Resources and the change in hours for the 911 center. Commissioner Rasor seconded the motion. All in favor. The motion passed.

Commissioner Rasor made a motion to correct the vacation adjustment for Bob Van Buren from 10.79 hours to 9.22 hours per the e-mail from Shelley Munson. Commissioner Nielsen seconded the motion. All in favor. The motion passed.

Director Pam Allen also advised that the aircraft that the Sheriff's Office is expecting will arrive next weekend.

At 2:20 p.m. Commissioner Nielsen made a motion to adjourn the meeting. Commissioner Rasor seconded the motion. All in favor. The motion passed.

On Wednesday, June 22, 2011, Treasurer Cheryl Piehl met with the Board to discuss the following files:
Approved: RPC0059017013AA (2010), RPP0350007015AA (2010), RPR2801001004AA (2010), RP002980000210A (2010), RP57N03W214000A (2010-2009), MH00620002003LA (2006-2009), MH00620002003LA (2010), RP005650020010A (2010-2009) and RPS05000330199AA (2008).
Denied: RP57N03W214000A (2008).

On Wednesday, June 22, 2011 at 10:30 a.m. an Executive Session/Special Meeting was held pursuant to Idaho Code §67-2345(B) and §67-2343(2) regarding the Office Manager Position/Authority with the Bonner County Commissioners.

On Wednesday, June 22, 2011 at 3:00 p.m. a Special Meeting (Executive Session) was held pursuant to Idaho Code §67-2345(A) regarding Client Service Agreement with Wells Fargo.

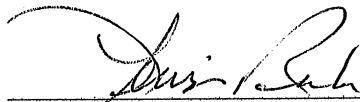
On Thursday, June 23, 2011, Assistance Director Kevin Rosenberger met with the Board to discuss the following files: Approved: 2010 -118, 2011-234, 2011-235, 2011-239, 2011-240 Denied: 2011-126, 2011-135, 2011-207, 2011-208, 2011-210, 2011-232 and 2011-237.

On Thursday, June 23, 2011 at 1:30 p.m. a Special Meeting (Executive Session) was held pursuant to Idaho Code §67-2345(A) with the Sheriff's Guild.

On Monday, June 27, 2011 at 9:00 a.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) with Chief Webber regarding the Sagle Contract.

On Monday, June 27, 2011 at 11:00 a.m. a Special Meeting was held pursuant to Idaho Code §67-2343(2) with the Panhandle Area Council for an Informational Update.

ATTEST: Marie Scott, County Clerk



Lewis Rich, Chairman

By 

Deputy Clerk