

*****Monday, February 21, 2017**, Commissioners did not meet due to the Presidents Day Holiday.

*****Tuesday, February 21, 2017, at 9:00 a.m.**, Commissioners met in regular session with Chairman Dan Dinning, Commissioner LeAlan Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, and Deputy Clerk Michelle Rohrwasser.

9:00 a.m., Commissioners held an elected officials/department heads meeting. Present were: Chairman Dan Dinning, Commissioner LeAlan Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, Courthouse Maintenance John Buckley, Planning & Zoning Administrator John Moss, Noxious Weeds Department Superintendent Dave Wenk, Sheriff Dave Kramer, Solid Waste Department Superintendent Claine Skeen, Treasurer Sue Larson, Chief Probation Officer Stacy Brown, Prosecutor's Office Manager Tammie Goggia, Assessor Dave Ryals, Chief Deputy Clerk Tracie Isaac, Extension Office Educator Amy Robertson, Supervisory Court Clerk Della Armstrong, and Road and Bridge Department Superintendent Clint Kimball.

Chairman Dinning urged elected officials and department heads to shop around for the best price when purchasing items. Sheriff Kramer said the state has federal surplus property they sell for 20% of retail value and he passed on the website. Sheriff Kramer said when items come in the state will check them over and if they know the item is something a county wants, they will hold it and notify that county. The state will also search out requested items. Mr. Kimball said it doesn't hurt to check the price as sometimes you do need to look elsewhere.

Chairman Dinning mentioned work hours and he said Commissioners are just asking elected officials and department heads to make sure employees show up to work on time. Sheriff Kramer said his office is getting a time clock that takes the fingerprint of the employee. This clock costs approximately two hundred dollars so if an office wants to take a look at it when it is installed, they can come by.

Chairman Dinning said he thinks we have gone through the worst part of the snow fall at this point.

Commissioners went around the room to get updates for the county offices.

Treasurer Larson said her office is working on tax deeding.

Solid Waste Department Superintendent Claine Skeen said he is just moving snow and covering garbage.

Sheriff Kramer said his office is going well. The Sheriff's Office is hoping to have a county surplus auction in the spring. Sheriff Kramer thanked Courthouse Maintenance John Buckley and Road and Bridge Department Superintendent Clint Kimball for their help with issues caused by snow.

Ms. Brown said the courtroom process training session went well. The Probation Office will also engage in training sessions with the Sheriff's Office.

Ms. Goggia said the Prosecutor's Office is just very busy.

Assessor Ryals said his office has nothing new and is just plugging along.

Mr. Kimball said Road and Bridge has been busy with ice build-up, followed by melting and thawing. There has been sloughing along Westside Road that has blocked traffic and it looks like more slides will occur due to saturated soils.

Ms. Armstrong said court is busy and there is jury trial this week.

Ms. Robertson said the Extension Office is looking to hire a 4H Friday Friends coordinator. The person in this position will work 19 hours per week at \$12 per hour.

Ms. Isaac mentioned that employees who are injured on the job should not wait to report the injury and she referred to a form to complete when an injury occurs. Commissioner Pinkerton said completing an initial report helps provide a back history for the employee.

Mr. Moss said he has been busy with standard Planning and Zoning activity. Mr. Moss said a couple weeks ago he was looking at an old file and in it contained a staff report done in the File Maker Pro program. Mr. Moss informed everyone of a problem he had with this program and how he could not get a program back-up. Mr. Moss explained how he had to update his information for year 2017 and how it all relates to having a backup. Mr. Moss urged other county offices to have a backup for their own data.

Mr. Wenk informed those present the Neighborhood Weed Co-op program applications are available online. The deadline in which to return these applications is March 1, 2017.

Clerk Poston said the county's audit is complete and there were no findings. The school district is hoping to pass a two year levy. Clerk Poston informed those present that Computer Arts has a new computer technician to work with Boundary County. Clerk Poston thanked Mr. Buckley and Mr. Wenk for shoveling to clear ice from the walkways. Clerk Poston pointed out that since Commissioners have a new clear window in its door, the door can now be closed for noise reduction, but there will be a sign on the door indicating the office is open.

Mr. Skeen said he has a pile of sandbags available at the landfill for those who need them. These bags can also be filled at the landfill. Those present discussed having sandbags available for the public at various times of the day.

Chairman Dinning said getting back to computer issues Mr. Moss talked about, there had been another county that had been hacked recently so be careful in any online activity.

Mr. Kimball questioned what steps to take to get a drainage opened up when the property he needs to cross belongs to an absentee owner.

Treasurer Larson asked for updates on the armory. Chairman Dinning said the inmates from the Department of Corrections who came to Bonners Ferry to shovel snow had stayed at the armory. Clerk Poston said we need a computer firewall at the armory, but the rest of the facility is quite adequate. Commissioners are going to send a thank you letter to the Department of Corrections and the Governor for the help the inmates provided.

Chairman Dinning suggested Mr. Kimball still keep track of any damages that are reported to him.

The elected officials/departments meeting ended at 9:24 a.m.

9:25 a.m., County Noxious Weeds Superintendent Dave Wenk and Road and Bridge Department Superintendent Clint Kimball remained after the elected officials/departments meeting.

Commissioners and Mr. Kimball discussed damages as a result of the heavy snowfall.

Chairman Dinning brought up the invoice from Bonner County for road maintenance on a portion of Pack River Road. Mr. Kimball said the language in the agreement is for payment in advance every year and the same amount is owed. Mr. Kimball informed Commissioners that he has a meeting scheduled to go over this invoice so he can explain it to Bonner County and he added that he also visited with the Bonner County road foreman who plows that portion of Pack River Road so he knows how much time Bonner County spends on that road. The cost of this work also increases a percentage every year, according to Mr. Kimball.

Mr. Kimball said headway has been made in obtaining right-of-way for the Pack River Road. The property owner who owns the ground the county has an easement through will produce a document to grant the county more right-of-way.

Mr. Kimball informed Commissioners that he is resubmitting the application for the Riverside Road Improvement project. The City of Bonners Ferry is also submitting their own application for this project.

Mr. Kimball left the meeting at 9:31 a.m.

Mr. Wenk informed Commissioners that he has passed his applicator test so he can now spray for mosquitoes and in addition, he now has his hay forage inspector license. There are only two certified growers as of last year. Mr. Wenk said he has received 10 applications for the Neighborhood Weed Co-op Program so far. Mr. Wenk requested to attend the Western Society Weed Science seminar that takes place March 16 through 18 in Coeur d' Alene. Commissioners said they were in favor of that.

Mr. Wenk said it has now been quite some time that he has gone without having voice mail capabilities and he made that request some time ago. Commissioners will look into that.

The meeting with Mr. Wenk ended.

Commissioner Kirby moved to approve the minutes of the following weeks: January 2, 2017, January 23, 2017, January 30, 2017, and February 6, 2017. Commissioner Pinkerton second. Motion passed unanimously.

Commissioner Pinkerton moved to adopt Resolution 2017-12. A resolution authorizing the disposition of records of the Boundary County Treasurer's Office. Commissioner Kirby second. Motion passed unanimously. Resolution 2017-12 as follows:

RESOLUTION 2017-12
A RESOLUTION AUTHORIZING THE DISPOSITION OF RECORDS
OF BOUNDARY COUNTY TREASURER'S OFFICE

WHEREAS, the Boundary County Treasurer's Office is currently storing old records of Boundary County; and

WHEREAS, due to lack of storage space, the Boundary County Treasurer's Office has requested permission to dispose of old records; and

WHEREAS, the Boundary County Prosecuting Attorney's Office has advise the Board of Boundary County Commissioners regarding the classification of such records pursuant to Idaho Code 31-871; and

NOW THEREFORE, upon motion duly made seconded and unanimously carried,

IT IS HEREBY RESOLVED, that the following records be classified and disposed of as follows:

The following records have been deemed permanent by the Boundary County Commissioners on the advice of the County Prosecuting Attorney’s Office and permanent records must be kept for a minimum of ten years. The following records are to be disposed of in the county landfill:

Permanent:

- Auditor Certificates 1998-1999
- Auditor Certificates 2005-2006

The following records have been deemed semi-permanent by the Boundary County Commissioners on the advice of the County Prosecuting Attorney’s Office and semi-permanent records must be kept for a minimum of five years. The following records are to be disposed of in the county landfill:

Semi-Permanent:

- Tax Receipts 2011 (3 boxes) Deposit Books 2011

Regularly passed and approved on this 21st day of February, 2017.

COUNTY OF BOUNDARY COUNTY
 BOARD OF COMMISSIONERS
 s/ _____
 DAN DINNING, Chairman
 s/ _____
 LEALAN PINKERTON, Commissioner
 s/ _____
 WALT KIRBY, Commissioner

Reviewed by and on advice of Prosecuting Attorney this 17th day of February, 2017.

s/ _____
 JACK R. DOUGLAS
 Prosecuting Attorney

ATTEST:

s/ _____
 GLENDA POSTON
 Clerk of the Board of County Commissioners
 By: Michelle Rohrwasser, Deputy
 Recorded as instrument #269913

Commissioner Pinkerton moved to cancel taxes and penalties totaling \$217.10 plus late fees and interest for years 1984 through 1989 for tax deed parcel #RPB02400530110A as this amount had been paid when the property was purchased from the county as a result of a public tax deed auction. Commissioner Kirby second. Motion passed unanimously.

Commissioner Pinkerton moved to cancel taxes, specials, costs, and late fees totaling \$6,953.23 plus interest for years 2011 through 2016 for tax deed parcel #RP61N01E119461A as this amount will be added to a note receivable and will be paid in monthly installments until paid in full. Commissioner Kirby second. Motion passed unanimously.

Commissioner Pinkerton moved to approve the Property Tax Exemption Form filed by North Idaho Free Seventh-Day Adventist Church for parcel #RPM00000164350 for tax year 2017. Commissioner Kirby second. Motion passed unanimously.

Commissioner Pinkerton moved to sign the Certificate of Residency for Mary Fioravanti. Commissioner Kirby second. Motion passed unanimously.

Commissioner Pinkerton moved to approve and sign the Agreement with the Idaho Department of Parks and Recreation for Boat Safety Grant for an amount of \$3,636 and authorizing signature by the county commission chairman. Commissioner Kirby second. Motion passed unanimously.

10:00 a.m., Marion Johnson and Clif Warren with Selkirks Pend Oreille Transit Authority (SPOT) joined the meeting to discuss having Commissioners sign onto the Joint Powers Agreement, Addendum No. 1 for SPOT.

Mr. Warren said everything is ready for Boundary County to be a member of the SPOT Board. This addendum to the Joint Powers Agreement gives the board the ability to add a member at-large. Mr. Warren said the agreement is the exact same with the exception of Provision F in the Joint Powers Member Agreement and the term "JPA Agreement." Boundary County will pick its board member to represent the County. Mr. Warren said there is no assigned financial responsibility to the county. The Spot Authority cannot say the county owes x number of dollars. The SPOT Authority puts the budget together and will request the county contribute a certain amount, but that is determined by the county. Currently Boundary County contributes \$3,500 to SPOT. Mr. Warren said because SPOT's budget is controlled by grants that are awarded, the grant for year 2017-2018 has already been awarded for the same amount so theoretically it will be the same amount for the next year. Chairman Dinning asked Mr. Warren to send Commissioners an email as a budget reminder. Mr. Warren said he will do so and the budget will remain unchanged.

Commissioner Pinkerton moved to authorize Chairman Dinning to sign the Joint Powers Member Agreement with Selkirks Pend Oreille Transit Authority (SPOT). Commissioner Kirby second. Motion passed unanimously.

The meeting with Ms. Johnson and Mr. Warren ended at 10:07 a.m.

Commissioner Pinkerton moved to authorize Chairman Dinning to sign the Municipal Equipment Lease/Purchase Agreement with Columbia Bank to lease a 2012 Cat Wheel Loader 980 for the Solid Waste Department. Commissioner Kirby second. Motion passed unanimously.

Commissioners tended to administrative duties.

Commissioner Pinkerton moved to sign the Stimson Lumber Special Use Permit. Commissioner Kirby second. Motion passed unanimously.

Those present discussed what is needed to make the armory ready to accommodate various county offices, etc.

Chairman Dinning said the Kootenai Valley Resource Initiative (KVRI) was going to issue a letter of support for various projects to be included in the Forest Service's Five and Ten Year Vegetation Plan for the Idaho

Panhandle National Forest, and to designate the projects into the priority landscape. This will also include the Westside project, according to Chairman Dinning. The letter to be drafted will request that KVRI requests MA6 in the Forest Plan and MA5 in the Vegetation Plan, but that KVRI understands the logistics.

Treasurer Sue Larson joined meeting at 10:27 a.m.

10:30 a.m., Commissioners considered a hardship exemption application filed by Cynthia Williams for parcel #MH65N01W350752A. Present were: Chairman Dan Dinning, Commissioner LeAlan Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, Treasurer Sue Larson, and Deputy Clerk Michelle Rohrwasser. Speaking on behalf of Cynthia Williams was her son, Chris Brigham, who participated via telephone. The proceedings were recorded.

Chairman Dinning administered the oath to Mr. Brigham. The subject property is 3633 Farm to Market Road, Bonners Ferry. Chairman Dinning said Ms. Williams' application indicates she has various health issues. Commissioners reviewed parcel, employment, and debt and income information with Mr. Brigham.

Mr. Brigham informed Commissioners that his mother was currently in the hospital, but is aware of today's interview before Commissioners. Chairman Dinning said the application is to cancel the tax.

Commissioner Pinkerton moved to cancel taxes for year 2016 in the amount of \$164.50 in tax and specials and \$1.65 in late fees plus interest for parcel # MH65N01W350752A due to hardship. Commissioner Kirby second. Motion passed unanimously.

The meeting to consider the hardship exemption application for Ms. Williams ended at 10:36 a.m.

11:00 a.m., Parks and Recreation Activities Director Ann Tompkins and Parks and Recreation Board member Tim Dougherty joined the meeting to discuss implementing a refundable cleaning/damage deposit for use of the Parks Department grounds.

Ms. Tompkins said she has a lot of public interest in using the parks and she would like to implement a cleaning deposit for functions as a security for people to clean up after themselves. What had been proposed before in year 2012 was a \$500 deposit. Ms. Tompkins mentioned being able to waive the fee for certain groups. Ms. Tompkins said this would be a refundable deposit and it is not a fee as the Parks and Recreation Department doesn't charge for use of the fields. There is not a deposit for the slab, but there is a rental fee for the slab of \$35. Ms. Tompkins said this proposed fee is just for the use of the grass area. Clerk Poston said you can almost spend that much in cleaning up an event after it is over. It was said if there is garbage, etc., that has to be picked up after an event, the cost is \$25 per hour and that is taken out of the deposit.

Mr. Dougherty said in the Use Agreement there is a stipulation that the fee can be waived for the school district, religious groups, etc. Mr. Dougherty said it is mostly for the larger events such as concerts. Commissioners talked about what constitutes a larger event such as the number of people. Clerk Poston said the amount of the deposit could be tiered based on the number of people attending the event. It was said there have been times when people have left the venue unclean after an event. Chairman Dinning said anyone that signs a rental agreement for the facility pays a fee. Those present questioned if \$500 is too much. Clerk Poston said that is why she suggested a tiered fee based on the size of the event. Chairman Dinning said his thought is to implement a deposit of \$250 as a lot of people may not be able to come up with \$500. Commissioners agreed that there does need to be some financial support, but felt a

tiered deposit would be better. Ms. Tompkins and Mr. Dougherty will send their proposed deposit amount to Commissioners once they have determined the rate.

The meeting with Ms. Tompkins and Mr. Dougherty ended at 11:14 a.m.

Commissioners tended to administrative duties.

11:30 a.m., Sheriff's Office Administrative Deputy Crystal Denton, Sheriff Dave Kramer, and Chief Deputy Sheriff Rich Stephens joined the meeting to discuss a quote for upgrades to the county's dispatch equipment.

Chairman Dinning said the county's civil attorney said it is okay to expend these funds for the purpose of the upgrades to the system, but should we be looking more long term. Ms. Denton said we do need to look long term as the Sheriff's Office has had this system since year 2004. This system was set up well, but an upgrade is needed now followed by budgeting to replace the entire system. The Sheriff's Office is just looking to spend \$30,000 now. Ms. Denton explained an issue that had occurred with the existing system. Chairman Dinning said we are fixing a current problem then saving up for an additional expenditure later to replace the system. Sheriff Kramer said that is his understanding. Chairman Dinning asked if there is any match. Ms. Denton said there is no match as this is actual budget for 911, not the fees. The grants will not do anything with radios as they're kept strictly for the phones. Ms. Denton explained that current computers are running on XP and they will be updated to Windows 7. The firmware will also be upgraded and some of cards from year 2004 will be updated. The equipment is all Zetron currently so the equipment can be updated to Windows 7, but not Windows 10. Ms. Denton said Windows 10 would probably be during the entire upgrade. Chairman Dinning said we are going to spend \$30,000, but would the county be ahead to spend the full amount to fully upgrade the system as opposed to spending \$30,000 that will go out the window now. Ms. Denton said this smaller upgrade should work for the Sheriff's Office for quite a while. Sheriff Kramer said he would like to continue upgrading so his office can process 911 texts. Ms. Denton has looked into that and Sheriff Kramer added that Boundary County is the only county that doesn't have 911 text capability. The system now can do that, but not the connectivity.

Sheriff Kramer recommended this upgrade for \$30,000 and he added that this is still a learning process, but it does make sense to him. Clerk Poston and Commissioners reviewed the budget for the Sheriff's Office.

Commissioners are in favor of the upgrade and Chairman Dinning explained that this is money that is not levied for as it is generated from cell phone fees.

Commissioner Pinkerton moved to accept the quote of \$30,688.51 from Valence Wireless and Communications for upgrading the Sheriff's Office existing M4000 system. Commissioner Kirby second. Motion passed unanimously.

Sheriff Kramer said the jail's population is still staying up there.

Ms. Denton, Sheriff Kramer, and Chief Deputy Sheriff Stephens left the meeting at 11:41 a.m.

Commissioners tended to administrative duties.

There being no further business, the meeting adjourned at 1:00 p.m.

Dan R. Dinning, Chairman

ATTEST:

Glenda Poston, Clerk

By: Michelle Rohrwasser, Deputy Clerk