

**\*\*\*Monday, December 19, 2022, at 9:00 a.m.,** Commissioners met in regular session with Chairman Dan Dinning, Commissioner Wally Cossairt, Commissioner Tim Bertling, Clerk Glenda Poston, and Deputy Clerk Michelle Rohrwasser.

9:00 a.m., Road and Bridge Department Co-Superintendents Renee Nelson and Randy Morris joined the meeting to give the department report. A written report was provided.

Mr. Morris reviewed road work and maintenance being done as well as matters that are in progress as listed in the department report. Those present discussed trading in an existing loader for a 2022 Caterpillar 966 wheel loader. The finance documents are not ready. Cost and lease details were discussed. Commissioners will review finance options when the information is available. There are two payments left on the current loader. Those present discussed attachment options for the loader. Discussion will be continued to tomorrow at 9:45 a.m.

Commissioner Bertling commented on having returned a call to a county resident about their winter driving concerns on Smith Lake Road.

The meeting with Ms. Nelson and Mr. Morris ended at 9:15 a.m.

Bonnors Ferry Herald Staff Writer Emily Bonsant joined the meeting at 9:25 a.m.

Commissioners recessed until their next meeting at 9:30 a.m.

Commissioner Cossairt moved to sign the Property Tax Cancellation Forms for tax year 2022 for the following parcels: RP003200000R10A totaling \$244.60, RPB00000226894A totaling \$791.80, RP61N01E124500A totaling \$382.40, and RP63N01E040010A totaling \$499.76. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to sign Certificates of Residency for Alexander Tayler and Ryland Meadow. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to sign the Noxious Weed Cost Share Report for 2023. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to sign the Request for Retention of County Vessel Funds for the Idaho Department of Parks and Recreation. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to adopt Resolution 2023-17. A resolution increasing the Parks and Recreation budget due to receipt of unanticipated revenue. Commissioner Bertling second. Motion passed unanimously. Resolution 2023-17 reads as follows:

RESOLUTION 2023-17

INCREASING THE PARKS & RECREATION BUDGET  
DUE TO RECEIPT OF UNANTICIPATED REVENUE

WHEREAS, the Board of County Commissioners, County of Boundary, State of Idaho, did establish an operating budget for the Boundary County Parks & Recreation Department Budget for fiscal year 2022-2023, and

WHEREAS, Boundary County has received \$15,000.00 from the Innovia Foundation, as a donation to the department, and

WHEREAS, Boundary County has deposited these funds into the Auditor's Trust Account for use in the demolition and construction of the parks bathroom, and

WHEREAS, the Boundary County Parks & Recreation Budget is in need of additional revenue for fiscal year 2022-2023, and

WHEREAS, the addition of this revenue does not affect the tax levy for Boundary County, and

WHEREAS, it is appropriate to transfer cash from the Auditor's Trust Fund Number 9101-00-099-00 in the amount of \$750.00, and increase the Boundary County Parks & Recreation Fund Revenue Account Number 18-00-391-019, and

WHEREAS, it is appropriate to increase the Boundary County Parks & Recreation Expense Account Number 18-00-0808-0000, Capital-Buildings, in the amount of \$750.00, and

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

IT IS RESOLVED, that the increase to the Boundary County Parks & Recreation Fund Revenue Account Number 18-00-0391-0019 and the Boundary County Parks & Recreation Budget Expense Account Number 18-00-0808-0000, Capital - Buildings, in the amount of \$750.00 is hereby authorized and ordered, and

IT IS FURTHER RESOLVED that the Clerk is instructed to deliver certified copies of this resolution to the Boundary County Treasurer and the Boundary County Auditor.

DATED this 19<sup>th</sup> day of December, 2022

COUNTY OF BOUNDARY  
BOARD OF COUNTY COMMISSIONERS  
s/ \_\_\_\_\_  
Dan R. Dinning, Chairman  
s/ \_\_\_\_\_  
Wally Cossairt, Commissioner  
s/ \_\_\_\_\_  
Tim Bertling, Commissioner

ATTEST:

s/ \_\_\_\_\_  
Glenda Poston, Clerk of the Board of County Commissioners  
Recorded as instrument 293303

Commissioner Cossairt moved to reappoint Ron Self and David Hollabaugh to the Planning and Zoning Commission with terms to expire January 2027. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to adopt Resolution 2023-18. A resolution of Boundary County, Idaho, Board of Commissioners for the reappointment of Ron Self to the Boundary County Planning and Zoning Commission. Commissioner Bertling second. Motion passed unanimously. Resolution 2023-18 reads as follows:

**Boundary County, Idaho Resolution 2023- 18**

**A RESOLUTION OF BOUNDARY COUNTY, IDAHO BOARD OF COUNTY COMMISSIONERS  
REAPPOINTMENT OF RON SELF  
TO THE BOUNDARY COUNTY PLANNING AND ZONING COMMISSION**

**WHEREAS**, Idaho Code §67-6504(a) and Boundary County Land Use Ordinance 9B18LOV2 Section 3.6.3 provide the authority for the appointment and reappointment of members to the Boundary County Planning and Zoning Commission; and

**WHEREAS**, a vacancy will exist on the Boundary County Planning and Zoning Commission with the expiration of the term for Ron Self on January 1, 2023; and

**WHEREAS**, Idaho Code §67-6504(a) provides the authority for the Chairman of the Board of Commissioners to appoint members to the Planning and Zoning Commission, subject to confirmation by majority vote of the Boundary County Board of Commissioners; and

**WHEREAS**, following its December 8, 2022, regular meeting, the Boundary County Planning and Zoning Commission recommended to the Board of County Commissioners reappointment of Ron Self, who meets the eligibility requirements of Idaho Code and Boundary County land use codes to serve; and

**WHEREAS**, Ron Self and will have served more than two full terms with the Planning and Zoning Commission with this appointment, and Idaho Code §67-6504(a) requires that no person shall serve more than two (2) full consecutive terms without specific concurrence by two-thirds (2/3) of the governing board adopted by motion and recorded in the minutes; and

**WHEREAS**, the Planning and Zoning Commission has recommended, and the Board of County Commissioners concur with the appointment of Ron Self to serve an additional four-year term on the Planning and Zoning Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the members of the Board of County Commissioners of the County of Boundary, Idaho, that Ron Self be appointed to a four-year term on the Boundary County Planning and Zoning Commission beginning January 1, 2023, and ending January 1, 2027.

This resolution shall be in full force from the date of its adoption.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Cossairt and seconded by Commissioner Bertling, the foregoing was duly enacted as a Resolution of the Board of County Commissioners of Boundary County, Idaho, on the 19<sup>th</sup> day of December, 2022.

**BOUNDARY COUNTY BOARD OF COMMISSIONERS**

Dan Dinning, Chairman            yes  
Wally Cossairt, Commissioner    yes  
Tim Bertling, Commissioner      yes

**BOUNDARY COUNTY BOARD OF COMMISSIONERS**

s/ \_\_\_\_\_  
Dan Dinning, Chairman  
s/ \_\_\_\_\_  
Wally Cossairt, Commissioner  
s/ \_\_\_\_\_  
Tim Bertling, Commissioner

ATTEST:  
s/ \_\_\_\_\_ 12-19-22  
Glenda Poston Date  
Boundary County Clerk/Auditor/Recorder  
Recorded as instrument #293304

Commissioner Cossairt moved to adopt Resolution 2023-19. A resolution of Boundary County, Idaho, Board of Commissioners for the reappointment of David Hollabaugh to the Boundary County Planning and Zoning Commission. Commissioner Bertling second. Motion passed unanimously. Resolution 2023-19 reads as follows:

**Boundary County, Idaho Resolution 2023-19**

**A RESOLUTION OF BOUNDARY COUNTY, IDAHO BOARD OF COUNTY COMMISSIONERS  
REAPPOINTMENT OF DAVID HOLLABAUGH  
TO THE BOUNDARY COUNTY PLANNING AND ZONING COMMISSION**

**WHEREAS**, Idaho Code §67-6504(a) and Boundary County Land Use Ordinance 9B18LOV2 Section 3.6.3 provide the authority for the appointment and reappointment of members to the Boundary County Planning and Zoning Commission; and

**WHEREAS**, a vacancy will exist on the Boundary County Planning and Zoning Commission with the expiration of the term for David Hollabaugh on January 1, 2023; and

**WHEREAS**, Idaho Code §67-6504(a) provides the authority for the Chairman of the Board of Commissioners to appoint members to the Planning and Zoning Commission, subject to confirmation by a majority vote of the Boundary County Board of Commissioners; and

**WHEREAS**, following its December 8, 2022, regular meeting, the Boundary County Planning and Zoning Commission recommended to the Board of County Commissioners reappointment of David Hollabaugh, who meets the eligibility requirements of Idaho Code and Boundary County land use codes to serve; and

**WHEREAS**, David Hollabaugh has completed his first term on the Planning and Zoning Commission; and

**WHEREAS**, the Planning and Zoning Commission has recommended, and the Board of County Commissioners concurs with the appointment of David Hollabaugh to serve an additional four-year term on the Planning and Zoning Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the members of the Board of County Commissioners of the County of Boundary, Idaho, that David Hollabaugh be appointed to a four-year term on the Boundary County Planning and Zoning Commission beginning January 1, 2023, and ending January 1, 2027.

This resolution shall be in full force from the date of its adoption.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Cossairt and seconded by Commissioner Bertling, the foregoing was duly enacted as a Resolution of the Board of County Commissioners of Boundary County, Idaho, on the 19<sup>th</sup> day of December, 2022.

**BOUNDARY COUNTY BOARD OF COMMISSIONERS**

Dan Dinning, Chairman           yes  
Wally Cossairt, Commissioner   yes  
Tim Bertling, Commissioner    yes

BOUNDARY COUNTY BOARD OF COMMISSIONERS

s/ \_\_\_\_\_  
Dan Dinning, Chairman

s/ \_\_\_\_\_  
Wally Cossairt, Commissioner

s/ \_\_\_\_\_  
Tim Bertling, Commissioner

ATTEST:

s/ \_\_\_\_\_                      \_\_\_\_\_  
Glenda Poston                      Date  
Boundary County Clerk/Auditor/Recorder  
Recorded as instrument #293305

Commissioner Cossairt moved to sign the signature page for the Boundary County FY2022 Indigent Defense Expenditure Report for the Public Defense Commission. Commissioner Bertling second. Motion passed unanimously.

Commissioners discussed matters pertaining to American Rescue Plan Act (ARPA) funds and requested assistance.

Commissioners tended to administrative duties until their next meeting at 10:00 a.m.

Boundary Ambulance Service Chief Jeff Lindsey joined the meeting at 10:00 a.m.

Commissioner Cossairt moved to recess as the Boundary County Board of Commissioners and to convene as the Boundary County Ambulance Service District Governing Board. Commissioner Bertling second. Motion passed unanimously.

Commissioner Cossairt moved to approve minutes for the week of November 21, 2022. Commissioner Bertling second. Motion passed unanimously.

Chief Lindsey provided an update on ambulance service matters. Chief Lindsey is not yet able to pick up the new ambulance unit due to weather. Those present briefly discussed equipment purchased for ambulance services using ARPA funds. Discussion was held regarding educating the community on matters pertaining to providing a paid ambulance service, funding challenges and staffing ahead of a future election.

Chief Lindsey left the meeting at 10:12 a.m.

10:12 a.m., Commissioner Cossairt moved to recess as the Boundary County Ambulance Service District Governing Board and convene as the Boundary County Board of Commissioners. Commissioner Bertling second. Motion passed unanimously

City of Bonners Ferry Council Member Brion Poston joined the meeting at 10:13 a.m.

Commissioners tended to administrative duties until their next meeting at 10:30 a.m.

City of Bonners Ferry Mayor Dick Staples and City of Bonners Administrator Lisa Ailport joined the meeting to discuss a request for assistance in funding the city's swimming pool. The City of Bonners

Ferry has a budget shortfall of approximately \$450,000.00 since they learned they can no longer charge utilities to the general fund. The city is trying to get through this year and is looking for solutions to include looking at what services can be cut due to lack of necessity. Ms. Ailport questioned if the county would be willing to help keep the pool open as there is a high community interest and having the pool provides a lot for community safety. Ms. Ailport reviewed budget expense and revenue information. The budget for the pool is \$80,000.00 and revenue generated by pool fees is \$19,000.00. Inflation has affected the cost of pool supplies. Ms. Ailport commented that the city would like to request the full amount of \$80,000.00. Mayor Staples said the city is looking for other avenues of income and it may not be absolutely necessary to ask for county assistance, but he feels it will be. Commissioner Bertling commented on a one-time funding assistance for the pool. The pool is costly, but the community loves it, according to Ms. Ailport. Chairman Dinning said if the county contributes \$79,000.00, would the city still charge for lessons? Ms. Ailport said yes. Mr. Poston said the city is also looking to sell property to cover the budget shortfall, but it's a tough one because once property is gone; it's gone. Commissioner Bertling feels it's important to keep the pool open. The county can contribute \$80,000.00 in ARPA funds. Ms. Ailport will have an agreement prepared.

Commissioner Bertling moved to proceed with contributing \$80,000.00 in ARPA funds to the City of Bonners Ferry for the purpose of keeping the swimming pool open. Commissioner Cossairt second. Motion passed unanimously.

Ms. Ailport left the meeting at 10:42 a.m.

Mr. Poston and Mayor Staples left the meeting at 10:45 a.m.

Boundary County School District Superintendent Jan Bayer joined the meeting at 10:50 a.m.

Chairman Dinning informed Ms. Bayer that Boundary County is helping Mission Creek Water Association locate their water lines using ARPA funds and the Mt. Hall School relies on this water system as well. Chairman Dinning asked if the School District has any responsibility for the water line. Ms. Bayer said the school has three memberships so they have three votes when anything is done. Mt. Hall's maintenance person also sits on Mission Creek Water Association's Board of Directors. When there are water testing issues, the school puts in its own point of use, has an osmosis system and follows the Department of Environmental Quality's (DEQ) regulations and their tests come out clean. Ms. Bayer mentioned following the boiling order due to a report of E-Coli and even if the water test is clean, the school still follows DEQ regulations. Mt. Hall School added a similar system to the gym water fountains. The cost of the annual system upkeep is \$1,800.00. Ms. Bayer said Ms. Hall School knows their water is safe and they test within the requirements of DEQ, but there is no obligation by the school to this system. The school collaborates with Mission Creek Water Association and goes above and beyond. Chairman Dinning informed Ms. Bayer that the county had committed funds to locate this system's waterlines. Ms. Bayer said she appreciates that the county aided with the water system.

The meeting with Ms. Bayer ended at 11:03 a.m.

Commissioners briefly discussed the Mission Creek Water Association system.

11:10 a.m., Treasurer Sue Larson joined the meeting.

11:10 a.m., Ms. Bonsant left the meeting.

Treasurer Larson wishes to set up an additional account in the state investment pool for the National Opioid Settlement Notice funds so these funds can be tracked.

Commissioner Cossairt moved to sign the New Account Form for the state pool for the purpose of tracking the National Opioid Settlement Notice funds. Commissioner Bertling second. Motion passed unanimously.

Treasurer Larson left the meeting at 11:12 a.m.

11:15 a.m., Commissioner Bertling moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. Commissioner Cossairt second. Commissioners voted as follows: Chairman Dinning "aye", Commissioner Bertling "aye" and Commissioner Cossairt "aye". Motion passed unanimously. The executive session ended at 11:45 a.m. No action was taken.

11:45 a.m., there being no further business, the meeting recessed until tomorrow at 9:00 a.m.

**\*\*\*Tuesday, December 20, 2022, at 9:00 a.m.,** Commissioners met in regular session at the County Annex with Chairman Dan Dinning, Commissioner Wally Cossairt, Commissioner Tim Bertling, 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 Wally Cossairt, Commissioner Tim Bertling, Clerk Glenda Poston, Deputy Clerk Michelle Rohrwasser, Sheriff Dave Kramer, IT Director Matt Hodges, Chief Probation Officer Stacy Brown, Restorium Administrator Karlene Magee, Veterans Service Officer Ron Self, Emergency Manager Andrew O'Neel, Personnel Director Pam Barton, Noxious Weed Department Superintendent Dave Wenk, Assessor Dave Ryals, University of Idaho Extension Educator Amy Robertson, and Road and Bridge Department Co-Superintendent Randy Morris.

Chairman Dinning informed those present that Commissioners will forward a memorandum of understanding to the department heads and elected officials of county offices and it is a policy regarding workplace discrimination, harassment and retaliation. Each office is to ensure their staff also receives a copy of this memorandum.

Holiday time off is this coming Monday, December 26, 2022, and Monday, January 2, 2023. If an employee wishes to take more time off, they can use their vacation time.

Commissioners went around the room to get an update on employee retention for each office. The Clerk's Office is at full staff, the Sheriff's Office has issued three conditional offers of employment, Ms. Robertson has an interview tomorrow for the University of Idaho Ag educator position, a job listing has been posted for the county mapper/cartographer position, and the Restorium needs three more part-time employees.

Commissioners went around the room for department reports.

The elected officials/department heads meeting ended at 9:45 a.m.

Mr. Wenk cancelled his Noxious Weeds Department report.

Mr. Self cancelled his Veterans Service Office Department report.

9:45 a.m., Mr. Morris remained after the meeting to continue the discussion on a proposed purchase of a 2022 966 Caterpillar wheel loader. Road and Bridge is still waiting for more information.

Commissioner Cossairt moved to authorize Commissioner Bertling to sign the Caterpillar Financial Services purchase and finance documents and any other associated documents once the county attorney and Road and Bridge make a final determination. Commissioner Bertling second. Motion passed unanimously.

Mr. Morris inquired about the use of ARPA funds for Road and Bridge equipment. Clerk Poston mentioned the county is also receiving Treasury's Local Assistance and Tribal Consistency funds. Mr. Morris said the county could save on interest if equipment is paid in full. Commissioners debated keeping equipment at the end of a lease/purchase versus the buyback option.

The meeting with Mr. Morris ended at 10:05 a.m.

Personnel Director Pam Barton met with Commissioners regarding a personnel-related matter.

10:07 a.m., Commissioner Cossairt moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. Commissioner Bertling second. Commissioners voted as follows: Chairman Dinning "aye", Commissioner Cossairt "aye" and Commissioner Bertling "aye". Motion passed unanimously. Motion passed unanimously. The executive session with Ms. Barton recessed temporarily.

Ms. Barton left the meeting at 10:32 a.m.

10:32 a.m., County Civil Attorney Tevis Hull joined the meeting via telephone.

Commissioner Cossairt moved to go into executive session pursuant to Idaho Code 74-206(1)f, to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Commissioner Bertling second. Commissioners voted as follows: Chairman Dinning "aye", Commissioner Cossairt "aye" and Commissioner Bertling "aye". Motion passed unanimously. The executive session ended at 10:43 a.m. No action was taken.

Attorney Hull ended his call.

Ms. Barton returned to the meeting.

10:44 a.m., Commissioners resumed their executive session pursuant to Idaho Code 74-206(1)b personnel. The executive session ended at 10: 50 a.m.

Commissioner Bertling moved to keep the donation of 16 hours for new employees and donation of four hours for existing employees as it pertains to the Sick Leave Bank and to approve a one-time donation of



20 hours from one employee to another employee to make the employee receiving the hours eligible for participation in the Sick Leave Bank for years 2022 and 2023. Commissioner Cossairt second. Motion passed unanimously.

Ms. Barton left the meeting at 10:55 a.m.

Commissioners briefly resumed their conversation regarding heavy equipment.

There being no further business, the meeting adjourned at 11:20 a.m.

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DAN R. DINNING, Chairman

ATTEST:

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GLEND A POSTON, Clerk  
By: Michelle Rohrwasser, Deputy Clerk