

## **MARCH 8, 2006**

The Lincoln County Board of Commissioners met for a regular meeting in the Courthouse at 9:00 o'clock a.m. with all members present: Chairman Marianne B. Roose, Members Rita R. Windom and John C. Konzen, and Clerk of the Board Coral M. Cummings.

9:00 a.m.: The Board did an inspection of the County Jail.

10:00 a.m.: Union Negotiations were opened.

**10:00 a.m.: EPA UPDATE: Present were Ted Linnert, EPA, Denver; Tony Berget, Libby Mayor; Peggy Churchill, EPA; Catherine LeCours, DEQ; VIA CONFERENCE PHONE: Jodi Peters from Senator Conrad Burns office in Washington, D.C.**

**10:30 A.M.: AUDIT EXIT CONFERENCE: Bob Denning of Denning & Downey & Associates:**

Denning said he had reviewed the audit files of 03, 04 and 05, and talked about the "flow" throughout those audits. He listed as "implemented":

1. Management review of Journal Vouchers, implemented in 05.
2. 03 and 04 recommendation of balancing cash and checks to be done separately. This was implemented in 05 with the cash receipting system now in place in the Treasurer's office.
3. Tax Increment District: This has been implemented and the funds established and dispersed as required.
4. Revenue coding for GASB34 has been implemented.
5. Zero Tolerance Account: this has been implemented and a fund established for revenues by the county treasurer.
6. Justice Court: The Supreme Court Administration has implemented a system in the JP Courts, and this is doing fine.
7. 2 signers recommended on the bank accounts has been implemented.

8. FAA Davis Bacon on the Airport Grants: Original documents are needed on these federal grants for everything, and the contractor (Morrison-Maille) will be contacted to provide the proper documentation to the county.

Denning said the county will probably get a call from the F.A.A. on this, and to make sure all documentation comes to the county...the complete files.

9. Donated "stuff": Some had been run through the D.O.T., such as a sweeper donated by the state. This did not land on the capital asset list, and such items need to be reported to accounting for proper posting.

10. Trade-ins: Had two transactions where equipment was traded in on a new purpose, and this needs to be booked properly, also.

11. The Permissive Medical showed a \$16,000 deficit, and the budgeted amount was transferred instead of the actual amount received from taxes. The Clerk & Recorder said that had been the first year for this fund, and this fiscal year, half of the budget was transferred in first transfer in December, and only the remaining amount of taxes collected in the cash will be transferred in June, 2006. Therefore, uncollected tax amounts will not reflect in taxes received.

12. Due Froms: Has to be recorded and should show as Grants Receivable (revenue due from grants but not received by July 1 of the new fiscal year).

Denning told the Board the county may need to think about a grant administrator, and wages could be paid from grant administrator fees.

13. Denning said he re-classed \$408,000 in the Landfill Closure account and moved it to restricted cash instead of regular cash, and the Treasurer, if transfer is required, can transfer out without moving to regular cash.

14. Cash balancing in 03 and 04: Denning recommended that the reports be done by the treasurer monthly and it should be recorded in the minutes, and possibly a monthly meeting should be established. He said he is not thrilled with the Fair Market adjustment the way it is done. Treasurer Geri Miller said the state recommended yearly, but she does it monthly, and is doing it via the method the state has instructed her to use.

15. Denning recommended that wire transfers have multiple signatures, and have two passwords (each person have own password) for transfers.

16. ISTEA Grant (C-tep) \$206,000 in registered warrants, as the county has not requested the funds. This needs to be cleaned up.

17. Fair Fund: Year end deficit: This was corrected at the beginning of the new fiscal year with a resolution and loan contract to pay for the infrastructure that was begun in FY04/05.

18. Sheriff's Dept: Proper receipting in the Sheriff's Office is being implemented.

Denning said that GASB45, with five more implementation guides is coming, and the feds are "pulling out the stops". He will be conducted seminars in May, June and August to cover this, and recommended the county's attendance at these seminars.

He said the County will need to get an actuary to evaluate the health insurance overall for the effect of retirees being on the system. There will be footnotes up to 6 pages on the Treasurer's report.

**COUNTY PLANNER KEN PETERSON & ASSISTANT PLANNER MARY KLINKAM:**

Preliminary Plat Approval was given for:

**1. Kootenai Business Park, a major subdivision plat on eleven lot commercial development on 12.51 total acres, to be known as Kootenai Business Park. The property is located in the SW1/4, NE1/4, S10 T30N, R31W.**

**MOTION** by Commissioner Konzen to award preliminary approval to Kootenai Business Park as presented by the Planning Staff. Second by Commissioner Windom and so ordered by Chairman Roose upon consensus of the Board.

Peterson presented a letter from Lloyd Bridges and Gary Marshman, proposing criteria for a fair and equitable solution for required improvements concerning but not limited to roads, bridges, easements and highway access. Chairman Roose felt the Board should respond that the county does not take over maintenance on any roads. Peterson will draft a letter of reply.

## **MARCH 8, 2006 CONTINUED**

### **DISCUSSION ON PLANNING BOARD APPLICANTS:**

The Board discussed the slate of applicants and was unanimous in appointing the following slate of officers for the Lincoln County Planning Board:

Libby: Paul Tisher and Carl Leggins

Troy: Hank LaSalle, David Johnson and Tom Jones

Eureka: Chris Fox and Mike Marvel

At Large: Joe Kelly and Lloyd Bridges

Tom Jones is the Lincoln County Conservation District Appointee.

For a total of a nine (9) member Board, with staggered terms to be established, with full terms to be 3-year terms.

**MOTION** by Commissioner Konzen to approve the slate. Second by Commissioner Windom. So ordered by Chairman Roose upon consensus of the Board.

**SUBDIVISIONS & COS'S APPROVED AND SIGNED BY THE BOARD:**

1. SCHRADER INDUSTRIAL SUBDIVISION II:

In the E1/2, Sec. 10, T30N, R31W.

2. FINAL PLAT OF LUPINE RIDGE SUBDIVISION: in the NE1/4, NE1/4, Sec. 22, T36N, R27W.

3. MCGINNIS HILLS SUBDIVISION PHASE II: Lot 5 McGinnis Hills Subdivision Phase I, NE1/4 & NE1/4, SE1/4, Sec. 17, T26N, R28W.

4. AMENDED SUBDIVISION PLAT OF LOT 2 A OF THE AMENDED SUBDIVISION:

Plat of Lots 1 and 2 of Eagle Lake Ranch Unit No. 1: in the NE1/4 Sec. 5 T35N, R25W.

**DEL GOSS: RE: LIBBY CLEANUP COMMITTEE, A 2 WEEKEND CLEANUP PROGRAM.**

Present were Bobby Whitefield, Dan Thede, Delmar Goss, Dale Byrer, Tom Wood and Brent Shrum.

The group is proposing a community wide cleanup project in association with the Great American Cleanup Campaign. The group asked if the Board of Commissioners would be willing to work in a cooperative effort with the city of Libby in supporting this project. Dan Thede said the city always does a cleanup the first week in May to clean up yard trash (not regular garbage) and the city does the pickup.

Commissioner Windom explained the road crew does a Four 10-hour day workweek and this would require overtime. Dale Byrer asked it would be more feasible to do pickup during the week. There would be a large area than just the city of Libby, as it will extend to the foot of Whiskey Hill and West to Beck's Café. It was suggested to find locations to place some green boxes, also, in order to make it more convenient for people to use during this cleanup period. Commissioner Konzen suggested the group make

contacts in areas that especially need this cleanup, and the group said it would. The Board of Commissioners told the group to move forward and it will provide assistance in various areas in support of the project.

**HAMMON AVENUE:** The Board discussed ownership of Hammon Avenue, and stated it should be under ownership of the City of Libby, with the annexation the city has done adjacent to the avenue. However, the legal descriptions of the annexation are incorrect and do not include the avenue. The city has not responded to a request for a correction of the legal description on the resolution annexing the property of the subdivision. Hammon Avenue is access to that subdivision, and should be included in the resolution. Commissioner Windom advised Road Foreman Dale Byrer to close the road due to the heavy trucks that have been using it for construction purposes.

#### **LETTER FROM RICK MAEDJE:**

The Board reviewed a letter from Representative Rick Maedje requesting a ballot issue be placed on the June Primary ballot, a question concerning the new Bush Roadless Rule. The Board discussed its progress and planned procedures on this issue and communications with the Governor and decided to send a reply to Mr. Maedje explaining the Board's position has already been taken on this issue. A letter of reply will be drafted for the Board's review.

#### **MAIL ROOM:**

Due to the resignation of Carol Ann Peltier, it was decided by the Board that each office can do its own mail, including delivery to the post office. Clerk & Recorder Coral Cummings said she would authorize two persons from her office to process her mail daily, and have Glenna Young train to increase postage and print out end of month report, and would like someone from the Treasurer's office to be able to do so also.

#### **CLERK OF COURT NADINE PIVAL AND TREASURER GERI MILLER:**

##### **Re: Phone problems in offices.**

Both Pival and Miller told the Board of problems with the phones in their offices. Chairman Roose suggested the phones be checked immediately and evaluated as to the problem, stating that these offices need a reliable phone system to work with. Frontier is to be in on Thursday to check phones.

#### **SHERIFF'S VEHICLES: QUOTES:**

**QUOTES WERE RECEIVED FROM TIMBERLINE AUTO ONLY.**

1 New Full Size Sport Vehicle (Ford Expedition) \$23,599 plus \$85 delivery.

1 Crown Victoria 2005 Police Edition \$23,033 plus \$85 delivery.

The Board will take under advisement and review with the Sheriff's Office.

**MARCH 8, 2006 CONTINUED**

**BOARD APPROVED CERTIFICATES OF SURVEY & PLATS FOR RECORDING:**

#3507 C. of S. in Sec. 27, T37N, R28W for Joseph & Janene Zimmerly, Kootenai Sand & Gravel Inc..

#6685 A Plat of Fairway Terrace in Sec. 5, T29N, R33W for S & S Resources.

#6686 Final Subdivision of Rancho Via Arroyo in Sec. 6, T36N, R27W for Leticia Santiago.

#6687 Final Subdivision Plat of Airport Acres in Sec. 23, T37N, R23W for JFLI Trust.

Routine business completed the day and the Board adjourned at 4:00 p.m.

**OF COMMISSIONERS**

**LINCOLN COUNTY BOARD**

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**Chairman**

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**Marianne B. Roose,**

**ATTEST:** \_\_\_\_\_

**Coral M. Cummings, Clerk of the Board**