



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 17, 2026

CONSENT
AGENDA

MEMORANDUM

To: Bonner County Commissioners

Adopting the Order of the Agenda as Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Commissioners' Minutes February 17, 2026
- 2) Plat(s) for Approval: MLD0040-25, Clarke Estates; MLD0065-25, Akin Acres
- 3) Invoice(s) Over \$5k: Solid Waste (Thompson Fence, **\$13,891.43**); Elections (Tenex, **\$11,250**)

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: Yes No

Brian Domke, Chair

Date



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

**MINUTES FOR THE BONNER COUNTY
BOARD OF COMMISSIONERS' MEETING**

February 10, 2026 – 9:00 AM

Bonner County Administration Building
1500 Highway 2, Room 338, Sandpoint, ID

On Tuesday, February 10, 2026, the Bonner County Commissioners met for their regularly scheduled meeting. Commissioners Domke, Williams, and Korn were present. Commissioner Domke called the meeting to order at 9:01 a.m. The Invocation was presented by Charlyn Wright and the Pledge of Allegiance followed.

ADOPT THE ORDER OF AGENDA AS AMENDED

Commissioner Korn made a motion to remove the planning item off the agenda today. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

Commissioner Williams made a motion to adopt the Order of the Agenda as amended. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes February 3, 2026
- 2) Plat(s) for Approval: MLD0036-25, Brinkwood Estates
- 3) Catering Permit: Tervan Tavern, Sandpoint
- 4) Liquor License: Hot Nobbie Shabu Shabu, Sagle
- 5) Job Description Change: Planning, Hearing Coordinator to Administrative Assistant III
- 6) Invoices Over \$5k: Risk (Freightliner Northwest Spokane, \$41,061.71); Prosecutor (Confidential, \$31,800); Sheriff (ILETS Fee, \$18,762.50; 5 Confidential: Subscription Renewal, \$13,419.99; Wireless Station, \$11,306.01; Replacement Repeaters, \$26,696; Radio System, \$12,934; Communication Sites, \$9,499.87)

Commissioner Williams made a motion to pull out the Hearing Coordinator to Administrative Assistant III position from the Consent Agenda so that it can be voted on separately from the Consent Agenda.

Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

Commissioner Williams made a motion to approve the Consent Agenda as amended. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

PLANNING

- 1) Action Item: Discussion/Decision Regarding Job Description Change: Planning, Hearing Coordinator to Administrative Assistant III

Commissioner Williams made a motion to have the Administrative Assistant III position absorb the Hearing Coordinator position, noting a reduction in the grade with a request that the job title section

stated supervisor report to the Assistant Planning Director. Commissioner Korn seconded the motion. There was a brief discussion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

FACILITIES – Teddi Lupton

- 1) Action Item: Discussion/Decision Regarding Administration Building Sprinkler Heads, Fire Pump Packing and 5-year Testing for Wet System and Dry Stand Pipes

Commissioner Korn made a motion to approve the proposed services from Patriot Fire Protection to bring the Administration Building to current Fire Code up to \$9,278.00. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

EMERGENCY MANAGEMENT – Cameron La Combe

- 1) Action Item: Discussion/Decision Regarding 2022 SHSP Grant Adjustment Notice

Commissioner Williams made a motion to approve the updated Grant Adjustment Notice, award number 22SHSP017, acknowledging the change in the award amount to \$67,359.84, and allow the Chairman to sign administratively. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

PLANNING – This item was removed

- 1) Action Item: Discussion/Decision Regarding Adoption of a Replacement Official Zoning Map; Resolution

ROAD & BRIDGE – Matt Mulder

- 1) Action Item: Discussion/Decision Regarding Contract for Design & Construction of the Cocolalla Loop Bridge

Commissioner Korn made a motion to approve this professional services agreement with Keller & Associates, Inc., for design and construction services for the Cocolalla Loop Bridge and to allow the Board to sign the agreement. Commissioner Williams seconded the motion.

PUBLIC COMMENT:

- Michael Bondor – Asked what the budget is for the reconstruction of the bridge
- Wayne Martin – Asked about the culverts and if that is part of the bridge project

Roll Call Vote: Commissioner Korn – No; Commissioner Domke – No; Commissioner Williams – No. The motion fails.

Commissioner Korn made a motion to approve this professional services agreement with Keller & Associates, Inc., for design and construction services for the Cocolalla Loop Bridge and allow the chair to sign administratively and or the board to sign. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

CLERK – Michael Rosedale

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #19; **Totaling \$309,503.82**

Commissioner Williams made a motion to approve payment of FY26 Claims Batch #19, totaling \$309,503.82. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

- 2) Action Item: Discussion/Decision Regarding FY26 Demands Batch #19; **Totaling \$105,160.29**

Commissioner Korn made a motion to approve payment of FY26 Demands Batch #19, totaling \$105,160.29. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

DISTRICT 1 COMMISSIONER UPDATE

- 1) Citizen Concerns and Suggestions
- 2) Current High Priority Tasks
- 3) Questions from the Public on District 1 Commissioner Update

- Allan Songstad – Asked about when the mapping/land use component will be back on track

DISTRICT 2 COMMISSIONER DISTRICT DISCUSSION

- 1) Ongoing Issues/Concerns Updates
- 2) Litigation
- 3) Workshops Pending
- 4) Discussion Regarding Open Board/Commission Positions: Which boards have openings, also tracking of positions that will become open within 6 months' time
- 5) Questions from the Public
 - Allan Songstad – Asked about the Bauer litigation and if his employment was part of the settlement and if he was still an employee

DISTRICT 3 COMMISSIONER REPORT

- 1) Summarization of Meetings During the Week
- 2) Community Events Attended During the Week

PUBLIC COMMENT* Opened at 10:03 a.m.

- Wayne Martin – Asked about monthly updates online, please use the microphones. Asked about the Planning Director and Fair Manager.
- Debby Trinen – Commented on shuffling papers while others are speaking
- Dian Welle – Curious about the number of suicides made by Ron and the total that include uncertain or suspected
- Mike Williams – Commented on MLDs and inaccuracy on acreage

EXECUTIVE SESSION – Road & Bridge

At 10:08 a.m. Commissioner Williams made a motion made a motion to enter into Executive Session pursuant to Idaho Code § 74-206 (1)(C) Real Property. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Williams – Yes; Commissioner Domke – Yes. The motion carries.

Reconvene at 10:29 a.m.

Commissioner Korn made a motion to proceed as discussed. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Williams – Yes; Commissioner Domke – Yes. The motion carries.

The meeting was adjourned at 10:30 a.m.

Clerk: *Alisa Schoeffel*

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 February 3, 2026 – February 9, 2026. Copies of the complete meeting minutes are available upon request.

On Wednesday, February 4, 2026, Tax Cancellations were held pursuant to Idaho Code § 74-204(4)

On Thursday, February 5, 2026, a Planning Hearing held pursuant to Idaho Code § 74-204(4)

On Thursday, February 5, 2026, an Executive Session was held pursuant to Idaho Code § 74-206(1)(A) Hiring

On Monday, February 9, 2026, a Road & Bridge Update was held pursuant to Idaho Code § 74-204(4)

On Monday, February 9, 2026, a Solid Waste Update was held pursuant to Idaho Code § 74-204(4)

On Monday, February 9, 2026, a Special Meeting/Executive Session with Justice Services was held pursuant to Idaho Codes § 74-204(4) & 74-206(1)(A)(B) Hiring & Personnel

On Monday, February 9, 2026, an Executive Session was held pursuant to Idaho Code § 74-206(1)(F) Litigation

ATTEST: Michael W. Rosedale

By _____
Commissioner Brian Domke, Chair

By _____
Deputy Clerk

Date

Bonner County Planning Department

"Protecting property rights and enhancing property value"
1500 Highway 2, Suite 208, Sandpoint, Idaho 83864
Phone (208) 265-1458 - Fax (866) 537-4935
Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov



Board of County Commissioners Memorandum

February 6, 2026

To: Board of County Commissioners
From: Dave Fisher, Bonner County Planner
Subject: Final plat, MLD0040-25 – Clarke Estates

The above referenced plat is a Minor Land Division dividing one (1) approximate 47.09-acre parcel into three (3) 5-acre lots, with a 32.06-acre remainder. The property is zoned Rural 5 (R-5) and meets the requirements of that zone. The property is served by individual wells for water, and individual septic systems for sewage. The property is accessed off Evergreen Road, a Bonner County owned and maintained right-of-way. The parcel is located in a portion of Section 9, Township 56 North, Range 3 West, Boise Meridian, Idaho. The plat was approved by Bonner County on June 9, 2025.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Distribution: Alex Feyen
Janna Brown
Dave Fisher

Recommendation: Staff recommends the Board approve the final plat of the above referenced file.

Consent Agenda

Recommendation Acceptance: Yes No

Commissioner Brian Domke, Chair

Date: _____

Bonner County Planning Department

"Protecting property rights and enhancing property value"
1500 Highway 2, Suite 208, Sandpoint, Idaho 83864
Phone (208) 265-1458 - Fax (866) 537-4935
Email: planning@bonnercountyid.gov - Web site: www.bonnercountyid.gov



Board of County Commissioners Memorandum

February 10, 2026

To: Board of County Commissioners
From: Daniel Britt, Bonner County Planner
Subject: Final plat, MLD0065-25 – Akin Acres

The above referenced plat is a minor land division dividing a one (1) 10 acre parcel into two (2) 5 acre lots. The property is zoned Rural-5 and meets the requirements of that zone. The property is served by individual well, septic system, and power is provided by Northern Lights Inc. The property is accessed off Mara Meadows and Pine Meadows. The parcel is located in a portion of Section 26, Township 54 North, Range 3 West, Boise Meridian, Idaho.

The conditions of approval for this file have been completed. Notes and easements required by plat approval are shown on the final plat.

Distribution: Alex Feyen
Janna Brown
Daniel Britt

Recommendation: Staff recommends the Board approve the final plat of the above referenced file.

Consent Agenda

Recommendation Acceptance: Yes No

Commissioner Brian Domke, Chair

Date: _____



BONNER COUNTY SOLID WASTE

521 S Division Ave., Suite 102 Box 1 • Sandpoint, Idaho 83864
Phone (208) 255-5681 ext. 2 • Fax 844-965-9700 • www.bonnercountyid.gov

**SOLID WASTE
Consent Agenda**

02/17/2026

Memorandum

To: Commissioners

From: Bob Howard, Director

Re: Garfield Bay Gate and Fencing Repair

Solid Waste is requesting approval to have the gates and fencing repaired at the Garfield Bay container site. This includes replacing 6 gate posts with adequate posts to support the gates, replacing the drive gates, straightening and reattaching the existing chain link fencing. We received a quote from Thompson Quality Fence in the amount of \$13,891.43. This would come from line item 023-9470.

Auditing Review: YES



APPROVED

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: YES



APPROVED

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: YES

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to BOCC, Email Copy to Bob Howard, Melissa Gault

Recommendation Acceptance: yes no _____ Date: _____
Brian Domke, Chair





Thompson Quality Fence Inc.

Estimate

323 Remington Court
Sandpoint, Idaho 83864

DATE	ESTIMATE #
1/16/2026	5314

Idaho Public Works
License #
001733-C-4

Idaho Contractors License
#RCE-7861

PROJECT
Garfield Bay Fence Re...

NAME / ADDRESS
Bonner County Solid Waste 1500 Highway 2, Suite 101 Sandpoint, ID 83864

ITEM	DESCRIPTION	QTY	COST	TOTAL
	THE FOLLOWING IS FOR FENCE REPAIR AND REFURBISHMENT. THE INTENT OF THIS PROJECT IS TO REPAIR THE EXISTING FENCE BACK TO WORKING ORDER. THIS INCLUDES REPLACING (6) GATE POSTS WITH POSTS ADEQUATE TO SUPPORT GATES, REPLACING (2) 20' DOUBLE DRIVE GATES WITH NEW GATES, STRAIGHTEN EXISTING LINE POSTS, REATTACH CHAIN LINK WIRE TO POSTS / TOP RAIL AND REPAIR / TIGHTEN THE BARBED WIRE.			
Senior Installer	SENIOR INSTALLER(S).	50	59.21	2,960.50
Installer	FENCE INSTALLER(S) / LABORER(S).	60	52.79	3,167.40
Service Truck 01	01 F450 SERVICE TRUCK / TRAILER, POWER AND HAND TOOLS	30	44.16	1,324.80
Mini Skidsteer	MINI SKIDSTEER. (PER HOUR WITH OPERATOR). TO MOVE SNOW / DIRT / STRAIGHTEN POSTS	10	85.00	850.00
Pipe & Tubing	4" X 12' SS40 POST	6	122.23667	733.42
Fittings	4" FITTINGS. FOR 4" GATE POST	6	51.68	310.08
Fittings	1 5/8" RAIL ENDS. TO REPLACE BROKEN PARTS	6	2.835	17.01
Fittings	1 7/8" BARBED WIRE ARM. TO REPLACE BROKEN PARTS	3	5.50	16.50
23552	6 1/2 9 GA. ALUMINUM TIES	600	0.34	204.00
Gates	20' X 9' DOUBLE DRIVE GATE. INCLUDES HARDWARE AND INSTALLATION	2	1,990.00	3,980.00
Concrete 1	CONCRETE (PER POST)	6	54.62	327.72
PLEASE READ: Upon acceptance of this estimate customer agrees to a 50 % deposit. Customer also agrees to pay the balance of the invoice immediately upon completion unless other arrangements are made in advance.			TOTAL	\$13,891.43

SIGNATURE _____



Bonner County Solid Waste

521 S Division, Suite 102 ~ Sandpoint, Idaho 83864

Phone (208) 255-5681 ~ Fax 844-965-9700 ~ www.bonnercountyid.gov

Bonner County Master Contract for Public Work **Garfield Bay Gate and Fence Replacement and Repairs**

This Agreement is made and entered into this ___ Day of _____, 2026, by and between Bonner County, whose address is 521 S Division Ste 102, Sandpoint ID 83864, hereinafter called the "owner," and Thomspson Quality Fence, whose address is 323 Remington Court Sandpoint, ID 83864 hereinafter called the "contractor."

I. GENERAL PROVISIONS

A. THE CONTRACT

This Contract Document is the governing contract instrument. The terms of this document control over any inconsistent provisions in any other documents approved as part of this project. The contract may be amended or modified only by a written modification. This contract includes all bid documents provided by Bonner County to Contractor.

B. THE WORK

1. Term "Work" means the construction and services required by the Contract Documents, and includes all other labor, materials, equipment and services provided by the Contractor to fulfill the Contractor's obligation to repair and replace parts of the gate and fence at the Garfield Bay solid waste collection site.
2. The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor.

II. OWNER

A. INFORMATION AND SERVICES REQUIRED OF THE OWNER

Except for permits and fees which are the responsibility of the Contractor under the Contract Documents, the Owner shall obtain and pay for other necessary approvals, easements, assessments and charges.

B. OWNERS RIGHT TO STOP THE WORK

If the Contractor fails to correct Work which is not in accordance with the Drawings and Specifications, the Owner may direct the Contractor in writing to stop the Work until the correction is made.

C. OWNERS RIGHT TO CARRY OUT THE WORK

1. If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a seven day period after receipt of written notice from the Owner to correct such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies, correct such deficiencies. In such case, a Change Order shall be issued, deducting the cost of correction from payments due the Contractor.
2. The Contractor shall not (by contract, operation of law or otherwise) assign this Contract or any right or interest in the Contract, or delegate performance of any of its duties or obligations under this Contract, without the prior written consent of the Owner. Any such assignment or delegation without the Owner's prior written consent shall be void at the Owner's option. Subject to the foregoing restriction on assignment and delegation by the Contractor, this Contract shall be fully binding upon and enforceable by Contractor, Owner and their respective successors, assignees and legal representatives.

D. OWNERS RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

1. The Owner reserves the right to perform construction or operations related to the project with the Owner's own forces, and to award separate contracts in connection with other portions of the project.
2. The Contractor shall coordinate and cooperate with any separate contractor employed by the Owner.
3. Costs caused by delays or by improperly timed activities or defective construction shall be borne by the party responsible thereof.

III. CONTRACTOR

A. EXECUTION OF THE CONTRACT

Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become familiar with local conditions under which the work is to be performed and correlated personal observations with requirements of the Contract Documents. The Contractor also agrees to provide and adhere to a work schedule that is agreed upon by the Owner. The work schedule can only be altered with the written approval of the Owner.

B. REVIEW OF THE CONTRACT DOCUMENTS AND FIELD CONDITIONS BY THE CONTRACTOR

The Contractor shall carefully study and compare the Contract Documents with information furnished by the Owner. Before commencing with activities, the Contractor shall: (1) take field measurements and verify field condition; (2) carefully compare this and other information known to the Contractor with the Contract Documents; and (3) promptly report errors, inconsistencies or omissions discovered to the Owner.

C. SUPERVISION AND CONSTRUCTION PROCEDURES

The Contractor shall, consistent with the promise that work be performed in a skillful and workmanlike manner, supervise and direct work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, and procedures, and for coordinating all portions of the Work in accordance with the Contract Documents.

D. LABOR AND MATERIALS

1. Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, incidental materials, equipment, tools, utilities, transportation, disposal of waste and tear-off materials and other facilities and services necessary for proper execution and completion of the Work.
2. The Contractor shall deliver, handle, store and install all materials in accordance with manufacturer's instructions.
3. The Contractor will protect all materials stored on site from damage caused by natural occurrences.
4. The Contractor will not store any materials on site in a way that may cause damage to property of the Owner or harm to occupants of the building.

E. WARRANTY

The Contractor warrants to the Owner that: (1) materials and equipment furnished under the contract will be new and of good quality unless otherwise required or permitted by the Contract Documents; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the requirements of the Contract Documents.

F. TAXES

The Contractor shall pay sales taxes that are legally required when the Contract is executed.

G. PERMITS, FEES, AND NOTICES

1. The Contractor shall obtain and pay for all permits and governmental fees, licenses and inspections necessary for proper execution and completion of Work, unless otherwise indicated in the Contract Documents.
2. The Contractor shall comply with and give notices required by agencies having jurisdiction over the Work. If the Contractor performs Work knowing it to be contrary to laws, statutes, ordinances, building codes, and rules and regulations without notice of the Owner, the Contractor shall assume full responsibility for such Work and shall bear the attributable costs. The Contractor shall promptly notify the Owner in writing of any known inconsistencies in the Contract Documents with such governmental laws, rules and regulations.

H. USE OF SITE

The Contractor shall confine operations at the site to areas permitted by the Contract Documents and the Owner. The Contractor will inform and coordinate construction activities with the Bonner County Road and Bridge Department.

I. CLEANING UP

The Contractor shall keep the premises and surrounding area free from accumulation of debris and trash related to the Work.

J. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Agents and employees thereof from and against claims, damages, losses, and expenses, including but not limited to attorney's; fees, arising out of or resulting from performance of the Work, provided that such a claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including loss of use resulting thereof, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether such claim, damage, loss, or expense is caused in part by a party indemnified hereunder.

K. ACTIVITIES ON OWNER'S PREMISES

1. If the Contractor or any of its subcontractors or suppliers, of any tier, performs any activities on the premises owned, leased, possessed, or controlled by the Owner, the Contractor shall; (a) take all precautions which are necessary to prevent injury (including death) to persons and damage to any property or environment in connection with such activities; and (b) release, defend, indemnify and hold harmless the Owner from all

claims, losses, harm, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorney's fees) that may arise in connection with such activities. Without limiting the generality of the foregoing, the Contractor waives its immunity under any applicable workers' compensation laws for purposes of this Section L and assumes potential liability for actions brought by the Contractor's employees, subcontractors, or suppliers of any tier.

2. The Contractor shall maintain a comprehensive general liability policy which shall provide bodily injury and property damage liability on the Contractor's operations; owned, nonowned and hired vehicles; on work sublet to others; and on the indemnity agreement set out above. The limits of liability insurance shall not be less than the following:
 - a) \$1,000,000 per occurrence for bodily injury liability including sickness, disease or death and \$1,000,000 bodily injury liability for all occurrences (other than automobiles); and
 - b) \$1,000,000 for property damage liability (other than automobiles) because of damage to or destruction of property of others including loss of use thereof caused by one occurrence and \$1,000,000 property damage liability for all occurrences.
 - c) (As an alternate to subparagraphs a) and b) above, the Contractor may insure for \$1,000,000 combined single limit protection for both bodily injury and property damage liability per occurrence and \$1,000,000 general aggregate.)
 - d) In addition, \$1,000,000 per accident for bodily injury liability including sickness, disease or death and property damage liability because of damage to or destruction of property of others including loss of use thereof arising out of the operation of automobiles.
 - e) In addition, the Contractor shall maintain a true umbrella policy which provides excess limits over the primary layer, in an amount not less than \$1,000,000.
3. In addition, the Contractor shall purchase and maintain insurance for claims under workers' compensation (industrial insurance), disability benefit and other similar employee benefit acts in the State statutory amount and Employer's Liability with coverage of at least \$250,000/\$500,000. Copies shall be included in the submittal package and reviewed for approval by the Owner prior to the start of work.
4. The insurance described above shall be in place prior to commencing activities. The Owner's specification or approval of the coverage's or insurance in this agreement or of their amounts are not limits of liability and shall not relieve or decrease the liability of the Contractor.
5. Before exposure to loss can occur, the Contractor shall furnish the Owner with Certificates of Insurance as evidence of all insurance required above. All policies and

certificates must be signed copies and shall contain a clause agreeing that such insurance cannot be materially altered (i.e., the coverage's reduced, the limits decreased, or the additional insured removed), allowed to expire or canceled without first giving 45 days written notice by certified mail to the Owner. The Contractor shall furnish to the Owner copies of any subsequently issued endorsements amending, modifying, altering, or restricting coverage or limits.

6. If the Owner is damaged by the failure of the Contractor to maintain any of the above insurance to so notify the Owner, then the Contractor shall bear all costs properly attributable thereto.
7. During the execution of this contract the Owner may present the Contractor with master key sets to gain timely entrance to the premises. Any keys issued to the Contractor remain the property of the Owner. The Contractor takes financial responsibility for loss, damage or theft of issued key sets, and agrees to pay all costs related to re-coring any or all premises due to loss of key sets issued to Contractor or employees of the Contractor.

IV. ADMINISTRATION OF THE CONTRACT

- A. The owner will provide administration of the Contract as described in the Contract Documents.
- B. The Owner will not have control over or charge of and will not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility.
- C. Based on the Owner's observations and evaluations of the Contractor's applications for payment, the Owner will review and certify the amounts due the Contractor.

V. CHANGES IN THE WORK

- A. After execution of the Contract, changes in the Work may be accomplished by Change Order or by order for a minor change in the Work. The Owner, without invalidating the Contract, may order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract sum and Contract Time being adjusted accordingly. All change orders shall be submitted to the Owner's representative for approval prior to any request for payment of said change order.

If the contractor exceeds the bid quantities, or anticipates exceeding the bid quantities, the Owner must be notified before work proceeds. Failure to notify the Owner of excessive quantities may result in payment being withheld.

- B. A change order shall be a written order to the Contractor signed by the Owner to change the Work, contract sum, or contract time.
- C. Change orders exceeding \$5,000.00 (Five thousand dollars) will require Board of County Commissioners approval.

VI. TIME LIMITS AND PENALTIES

- A. Time limits stated in the Contract Documents are of the essence of the Contract.
- B. If the Contractor is delayed at any time in progress of the Work by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties of other causes beyond the Contractor's control, the Contract time shall be extended by Change Order for such reasonable time as the Owner may determine.
- C. If the Contractor fails to complete the project by the completion date, plus extensions, as established in the Technical Specifications of the Contract, the Owner shall be entitled to recover liquidated damages as an alternative remedy to the ability to recover damages as described in Section II.C.1. The Owners liquidated damages will be set at one thousand five hundred dollars (\$1500.00) per day for each date following the established completion date (plus extensions) in the contract.

VII. PAYMENTS AND COMPLETION

A. CONTRACT SUM

The Contract Sum stated in the Agreement, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents. The total contract amount for all is \$13,891.43.

B. APPLICATIONS FOR PAYMENT

1. Payment Schedule:

Payment Request - All payment request shall be submitted for approval and acceptance by the 10th day of each month. Upon approval by the Owner's representative, the invoiced amount will be paid by the end of the same month if the invoice is submitted on or before the 10th. The Contractor may only bill for that work which is completed by the 10th. Invoices that include payment for work anticipated to be complete by the end of the month will not be approved. All work completed between the 11th and the end of the month shall be included on the next month's invoicing.

Final Payment - The Contractor, only upon final acceptance of the project by the Owner, may bill for the final 20%.

2. On the date established for each progress payment, the Contractor shall submit an itemized application for payment for operations completed in accordance with the values stated in the Agreement. Such applications shall be supported by such data substantiating the Contractor's right to payment as the Owner may reasonably require and reflect any retainer if provided for elsewhere in the Contract Documents.
3. The Contractor warrants that title to all Work covered by an application for payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an application for payment, all Work for which certificates for payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or other encumbrances adverse to the Owner's interests.
4. The Contractor will provide a schedule of values for all labor and incidental materials supplied by the Contractor. The schedule of values will accompany all payment applications showing completed work billed as a percentage of each value as well as the percentage remaining to be billed. The Owner will only pay the Contractor's billing once the schedule of values is reviewed and approved by the Owner.

C. PROGRESS PAYMENTS

1. The Owner shall make payments in the manner provided in the Contract Documents.
2. The Contractor shall promptly pay each Subcontractor and material supplier, upon receipt of payment from the Owner, out of the amount paid to the Contractor on account of such entities portion of the Work.
3. The Owner does not have responsibility for the payment of money to a Subcontractor or material supplier.
4. A progress payment shall not constitute acceptance of Work not in accordance with the requirements of the Contract Documents.

D. SUBSTANTIAL COMPLETION

Substantial completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

E. FINAL COMPLETION AND FINAL PAYMENT

1. Upon receipt of the final application for payment, the Owner will inspect the Work. When the Owner finds the Work acceptable and the Contract fully performed, the Owner will promptly issue a final certificate of payment.
2. Final payment shall not become due until the Contractor submits to the Owner releases and waivers of liens, and data establishing payment or satisfaction of obligations, such as

receipts, claims, payroll affidavits, security interests, project as-built drawings, or encumbrances arising out of the Contract.

3. Acceptance of the final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by the payee as unsettled at the time of final application of payment.

VIII. PROTECTION OF PERSONS AND PROPERTY

A. SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs, including all those required by law in connection with performance of the Contract. The Contractor shall promptly remedy damage and loss to property caused in whole or in part of the Contractor, or by anyone for whose acts the Contractor may be liable, except as stated otherwise.

IX. CORRECTION OF WORK

- A. The Contractor shall promptly correct Work rejected by the Owner as failing to conform to the requirements of the Contract Documents. The Contractor shall bear the cost of correcting such rejected Work.
- B. In addition to the Contractor's other obligations including warranties under Contract, the Contractor shall, for a period of one year after substantial completion, correct work not conforming to the requirements of the Contract Documents.
- C. If the Contractor fails to correct nonconforming Work within a reasonable time, the Owner may correct it and the Contractor shall reimburse the Owner for the cost of correction.

X. MISCELLANEOUS PROVISIONS

A. ASSIGNMENT OF CONTRACT

Neither party to the Contract shall assign the Contract as a whole without written consent of the other.

B. TESTING AND INSPECTIONS

The Contractor shall pay for and coordinate all tests including testing for Work found to be defective.

C. GOVERNING LAW

The Contractor shall be governed by the law of the place where the project is located.

D. NONWAIVER

The failure of the Owner to insist upon or enforce strict performance by the Contractor of any provisions of this Contract, or to exercise any rights or remedies under this Contract, shall not be construed as a waiver or relinquishment to any extent of its right to assert or rely upon any such provisions, rights or remedies in that or any other instance; rather, the same shall be and remain in full force and effect.

E. ENTIRE AGREEMENT

This Contract sets forth the entire agreement and supersedes any and all prior agreements, between Contractor and Owner regarding the Work. No amendment or modification of any provisions of this Contract shall be valid unless set forth in a written instrument signed by both parties. The Owner shall not be bound by, and specifically objects to, any term, condition or other provision which is different from or in addition to the provisions of this Contract (whether or not it would materially alter this Contract) and which has been proffered by Contractor in any quotation, invoice, shipping document, acceptance, confirmation, correspondence or otherwise, unless the Owner specifically agrees to such provision in a written instrument signed by the Owner. The rights, remedies and warranties afforded to the Owner pursuant to any provision of this Contract are in addition to and do not in any way limit any other rights, remedies or warranties afforded the Owner by any other provisions of this Contract, by any of the Contractor's subcontractors, suppliers of any tier, or by law.

F. EMPLOYEES

1. The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them. At no change to the Contract price or Contract time, the Owner may provide written notice requiring the Contractor to remove from the site any employee or other person carrying out the Contract whom the Owner considers objectionable. If the work is being performed at a site in active school use or where there is a likelihood of contact with children, a person shall be unfit if he or she has plead guilty to or has been convicted of any felony crime involving physical injury or death of a child, the physical neglect of a child sexual offenses against a minor, sexual exploitation of a child or violation of similar laws of another jurisdiction. A violation of this provision is grounds for the immediate termination of this contract.
2. The Owner shall comply with all applicable hours of work as outlined by the Owner.
3. The Contractor shall provide the Owner copies of and have available at the Project site a workplace survey or material safety data sheets for all "hazardous" chemicals under the control or use of the Contractor at the Project site. The Contractor shall not be entitled to any additional contract time or compensation arising from its failure or alleged failure to comply with this statute or regulation.

4. Prior to contract commencement, the Contractor shall procure from the Owner all relevant documents describing known dangers and hazardous materials located at the Project site.

G. STATUTES

1. The Contractor shall abide by the provisions of all applicable Idaho statutes.
2. Law Against Discrimination. The Contractor shall comply with pertinent statutory provisions relating to Idaho Labor Laws.
3. Safety Standards. The Contractor shall comply with OSHA safety standards.
4. Unemployment Compensation. the Contractor shall pay contributions for wages for personal services performed under this Contract or arrange for a bond acceptable to the commissioner.
5. Drug-Free Workplace. The Contractor shall fully comply with all applicable federal, state, and local laws and regulations regarding drug-free workplace, including the Drug-Free Workplace Executive Order 2007-08. Any person not fit for duty for any reason, including the use of alcohol, controlled substances, or drugs, shall immediately be removed from the Work. No employee shall be in position of or use any of the above named substance while on school property.

XI. TERMINATION OF CONTRACT

A. TERMINATION BY THE CONTRACTOR

If the Owner fails to make payment when due or substantially breaches any other obligation of this Contract, following seven days' written notice to the Owner, the Contractor may terminate the Contract and recover from the Owner payment for Work executed and for proven loss with respect to materials, equipment, tools, construction equipment and machinery, including reasonable overhead, profit and damage.

B. TERMINATION BY THE OWNER

1. The Owner may terminate the Contract if the Contractor:
 - a. persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
 - b. fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
 - c. persistently or materially disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction;

- d. fails to prosecute the work or any portion thereof with sufficient diligence to ensure the substantial completion of the work within the Contract time;
 - e. is adjudged, bankrupt, makes a general assignment for the benefit of its creditors, or if a receiver is appointed an account of its insolvency;
 - f. fails to comply by permitting a worker on the Project having contact with children who has been convicted of or pled guilty to a felony crime involving children set forth in the section ten "Miscellaneous Provisions", E "Employees" above.
 - g. is otherwise guilty of substantial breach of a provision of the Contract Documents.
2. When any of the above reasons exist, the Owner, may without prejudice to any other Rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may:
 - a. take possession of the site and of all materials thereon owned by the Contractor;
 - b. finish the Work by whatever reasonable method the Owner may deem expedient.
3. When the Owner terminates the Contract for one of the reasons stated, the Contractor shall not be entitled to receive further payment until the Work is finished.
4. If the unpaid balance of the Contract sum exceeds costs of finishing the work, such excess shall be paid to the contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the Owner. This obligation for payment shall survive termination of the contract.

C. DISPUTES

1. Any and all disputes that cannot be settled reasonably between the Owner and the Contractor shall be required to utilize the Idaho State Court system to resolve such disputes. It is agreed by both parties that arbitration or the use of an arbitrator will not be used to resolve disputes on this project.

Contractor

NAME

TITLE

COMPANY

DATE

Bonner County Commissioners

ASIA WILLIAMS

COMMISSIONER

DATE

BRIAN DOMKE

CHAIRMAN

DATE

RON KORN

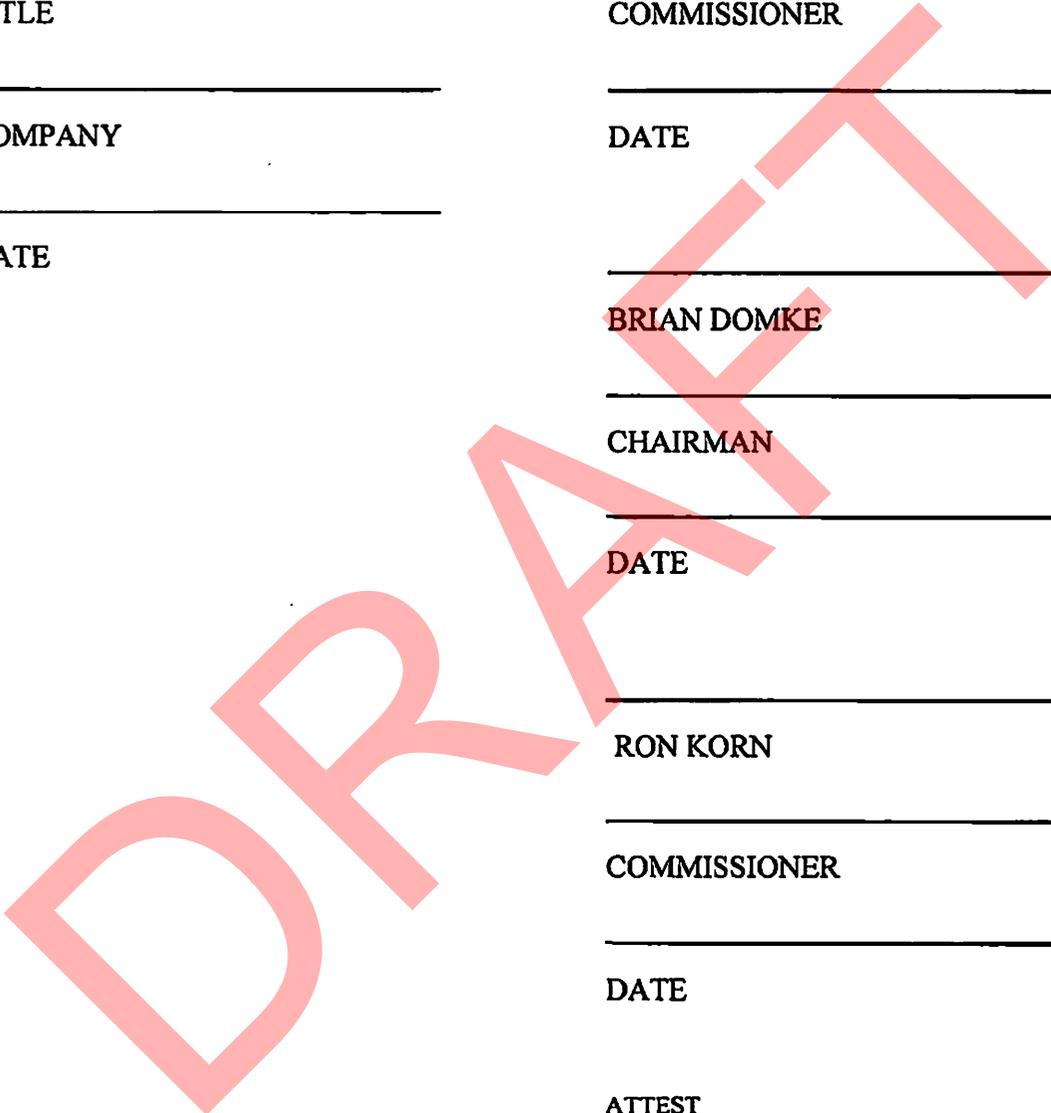
COMMISSIONER

DATE

ATTEST

DEPUTY CLERK

DATE



Contractor

Ben Thompson

NAME

President

TITLE

Thompson Quality Care, Inc.

COMPANY

February 16, 2026

DATE

Bonner County Commissioners

ASIA WILLIAMS

COMMISSIONER

DATE

BRIAN DOMKE

CHAIRMAN

DATE

RON KORN

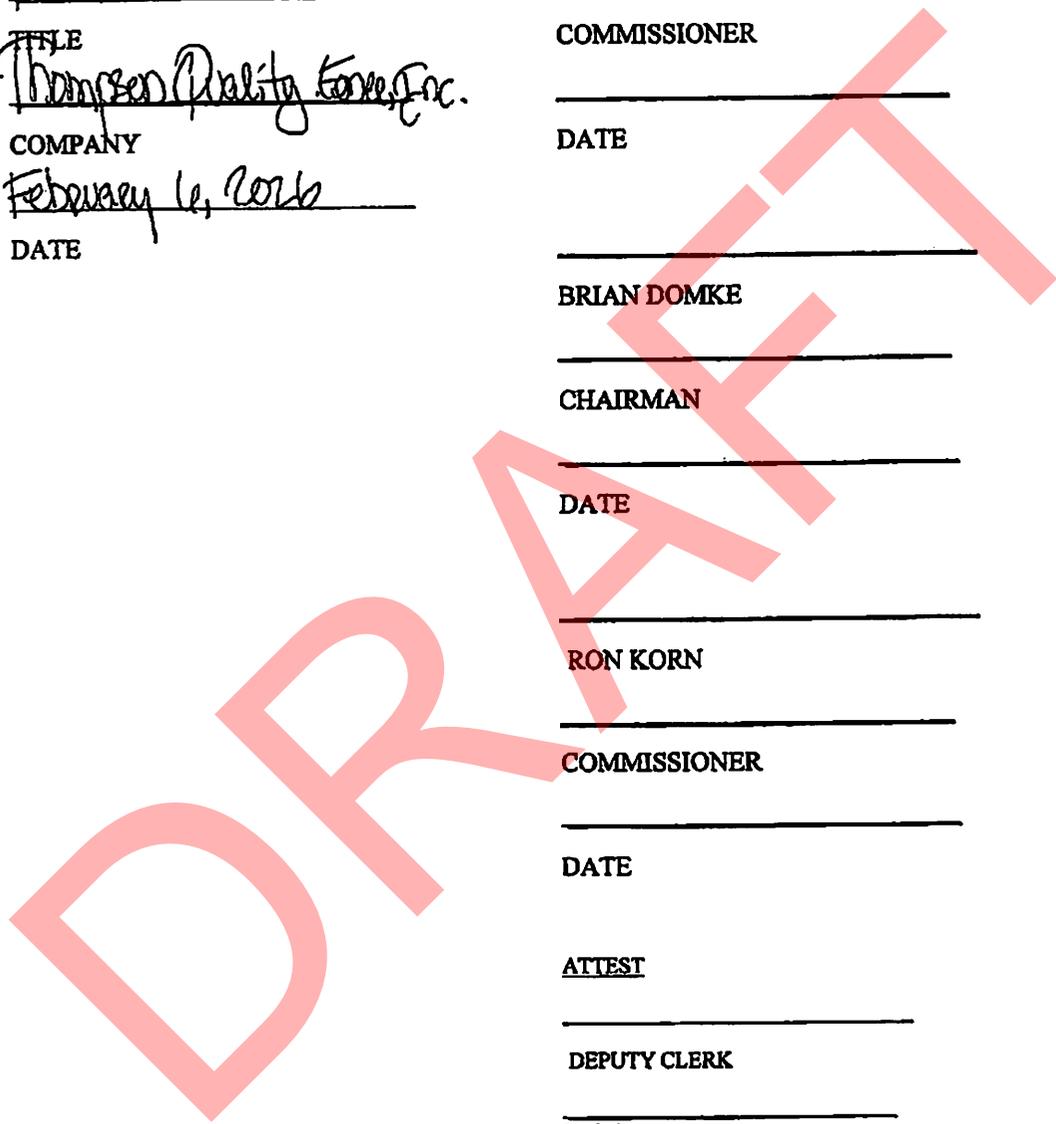
COMMISSIONER

DATE

ATTEST

DEPUTY CLERK

DATE

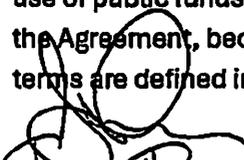


CONTRACT ADDENDUM No. 1

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).


Caren Thompson

Agent for Contractor

2-5-20

Date

DRAFT



Bonner County

Elections

February 17, 2026

Memorandum

Elections
Consent Agenda

To: Commissioners
From: Elections
Re: Renewal of Tenex Contract

The Elections Department would like to renew the License and Support contract for our Precinct Central Electronic Poll Book system.

Auditing Review:



APPROVED

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.



APPROVED

Legal Review:

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to Elections

Consent Agenda

Recommendation Acceptance: yes no

Brian Domke, Chair

Date

PRECINCT CENTRAL ELECTRONIC POLL BOOK CONTRACT

This contract ("Agreement") is entered into as of October 1, 2025 (the "Effective Date") by and between Tenex Software Solutions, Inc., a Florida corporation, having its principal place of business at 3031 N. Rocky Point Drive, Suite 580, Tampa, Florida 33607 ("Tenex" "Vendor" or "Company"), and **Bonner County, Idaho** ("Customer"), and governs the provision of the **Precinct Central ePollbook Solution** (the "Solution" as defined herein) by Tenex to County, and the use of the System (as defined below) by County, together with related services provided by Tenex to County, all in accordance with its terms. For convenience, Tenex and County are sometimes referred to in the Contract Documents as "Parties".

1.0 DEFINITIONS

The following definitions will apply:

- a. **System.** "System" means the individual modules or products that make up the system. The overall system suite is known as "Precinct Central"
- b. **Customer Data.** "Customer Data" means any of the customer's information, documents, or electronic files that are provided to Tenex including Election and/or Voter data.
- c. **Service.** "Service" means Tenex's work product necessary for providing electronic check-ins, voter processing and election related functions
- d. **Support.** "Support" means the ongoing services by Tenex to support & maintain the System as defined below.
- e. **Solution.** "Solution" means the Precinct Central ePollbook system provided by Tenex, under the Agreement, inclusive of all hardware, Software and services required to make the Precinct Central ePollbook system fully functional
- f. **Contract Documents.** "Contract Documents" means this Agreement, including all exhibits and attachments
- g. **Agreement.** "Agreement" shall mean this software purchase agreement document, including all exhibits and attachments hereto.
- h. **Deliverables.** "Deliverables" shall mean any products furnished or services provided by or through Tenex under the Contract Documents.
- i. **CAS.** "CAS" or "Custom Application Software" means custom software components of the Solution developed by Tenex and required to fulfill the specifications in the Contract Documents including, but not limited to, parametric instructions, program source statements, and customization of standard software components. CAS does not include software developed by other or third parties ("TPS").
- j. **TPS.** "TPS" means the software components of the Solution other than CAS, including computer program, documentation, updates and related material. Software developed by entities other than Tenex.
- k. **Software.** "Software" means a collection of computer programs, codes or data used to direct the operation of a computer or iPad device, including any documentation giving instructions on how to use them, including CAS and TPS.
- m. **Acceptance.** "Acceptance" means written acceptance of Deliverable(s) provided by Tenex under the Agreement following successful completion of acceptance testing of the Solution by Customer. Payment, progress payments, or partial use of the Solution by the Customer shall not constitute acceptance of Deliverables not furnished, implemented or operating in accordance with the requirements of the Contract Documents.

- o. **Contract Price.** "Contract Price" means the maximum price to be paid by County for all Deliverables to be rendered by or through Tenex under the Agreement for all Deliverables, including a fully implemented and fully functioning Solution as described in the Contract Documents, together with the cost of the Warranty Period following Acceptance.
- p. **Precinct Central or Purchased Product.** "Precinct Central" or "Purchased Product" means the complete solution for maintaining voter lists, voter eligibility to cast a vote, capture a signature and make consolidated and individual reports available to the Customer. The full features of the software for the purposes of this Agreement and license are outlined in Section A of this agreement and in the Contract Documents.
- q. **Warranty Period.** "Warranty Period" means the 12-month period after Acceptance of the Solution by Customer during which period Tenex will correct any material deficiencies in the Solution or Deliverables at Tenex's expense.
- r. **Prime Time Hours.** "Prime Time Hours" means any time during the 30 days prior to election day, election day, and 21 days after election day.
- s. **Major Downtime.** "Major Downtime" means problem(s) with Precinct Central or its components which significantly interfere with the functionality or reliability of its operations or intended purpose.

2.0 DELIVERABLES & DEADLINES

Tenex Software Solutions, Inc. shall perform the Services and provide the software ("Software") to Customer, according to a Project Schedule to be outlined at the outset of the project.

Tenex will implement the Precinct Central electronic poll book solution ("Solution") for the Customer. Precinct Central is an electronic poll book solution that runs on an iPad and provides functionality for checking-in voters at the polls. The Solution provides powerful tools for verifying voter eligibility to vote during an election, allowing the voter to sign for a ballot, poll worker payroll tracking, ballot inventory tracking, and more. The Software consists of: web-hosting and storage provided on Amazon Cloud Server, remote support during implementation, remote training for administrative staff (20 hours included), and a solution for verifying voter eligibility and checking them in during an election. The Hardware included with the system depends on the configuration of the County and usually consists of: Enterprise locked iPad, Tenex proprietary Flip & Share stand, wireless receipt printer, and carrying case for all equipment.

Any delays in Tenex's performance caused by Customer third parties shall not constitute a breach of this Agreement by Tenex. Any delays in Customer's performance caused by Tenex Software Solutions, Inc. or third parties shall not constitute a breach of this Agreement by Customer.

3.0 SOFTWARE LICENSE AND SERVICE AGREEMENT

3.1 Use Rights

During the term and subject to the terms of this Agreement, Tenex hereby grants to Customer a non-exclusive, non-transferable, non-sublicensable right to permit Customer's Users to use the Solution and its Components for Customer's business purposes.

3.2 License and Use Restrictions

Customer shall not, directly, indirectly, alone or with another party, (i) copy, disassemble, reverse engineer, or decompile the System or its Components; (ii) modify, create derivative works based upon, or translate the System or its Components; (iii) license, sell, rent, lease, transfer, grant any rights in or otherwise commercially exploit the System In any form to any other party, (iv) describe, show, tell, or explain any feature or portion of features or capabilities to any party including other vendors of county nor shall Customer attempt to do any of the foregoing

or cause or permit any third party to do or attempt to do any of the foregoing, except as expressly permitted hereunder. You acknowledge and agree that Tenex shall own all right, title, and interest in and to all intellectual property rights (including all derivatives or improvements thereof) in the System and any suggestions, enhancement requests, feedback, recommendations or other information provided by Customer.

3.3 Customer Data

Customer owns all right, title, and interest in the Customer Data. Customer hereby grants to Tenex, a non-exclusive, non-transferable, non-sublicensable right and license to use, copy, transmit, modify and display the Customer Data solely for the purposes of the Customer's use of the System. Tenex shall not use the Customer Data except to improve the System and as necessary to perform its obligations set forth in this Agreement.

3.4 Security

Customer is solely responsible for maintaining the security of all usernames and passwords granted to it, for the security of its information systems used to access the System, and for its Users compliance with the terms of this Agreement. Tenex will act as though any electronic communications it receives under Customer's user names have been sent by Customer. Customer will immediately notify Tenex if it becomes aware of any loss or theft or unauthorized use of any Customer's passwords or user names. Tenex has the right at any time to terminate or suspend access to any Customer if Tenex believes in good faith that such termination or suspension is necessary to preserve the security, integrity, or accessibility of the System or Tenex's network.

All performance under this Contract, shall be in accordance with the County's security requirements, policies, and procedures. Vendor shall at all times use industry best practices and methods with regard to the prevention, detection, and elimination, by all appropriate means, of fraud, abuse, and other inappropriate or unauthorized access to County systems accessed in the performance of services in this Contract.

The County agrees that it will take appropriate action by instruction, agreement or otherwise with its employees or other persons permitted access to licensed software and other proprietary data to satisfy its obligations in this Contract with respect to use, copying, modification, protection, and security of proprietary software and other proprietary data.

4.0 SUPPORT

4.1 Updates

Tenex shall deliver Updates to the System that apply to the Customer's current edition at no additional charge. Only those Updates that apply to the Customer's current edition will be delivered automatically to the Customer at no additional charge.

4.2 Error Correction

Tenex shall use commercially reasonable efforts to correct all Errors or to provide a reasonable workaround as soon as is possible using its reasonable efforts during Tenex's normal business hours. Customer shall provide such access, information, and support as Tenex may reasonably require in the process of resolving any Error.

4.3 Support Exclusions

Tenex is not obligated to correct any Errors or provide any other support to the extent such Errors or need for support was created in whole or in part by: (i) the acts, omissions, negligence, or willful misconduct of the Customer, including any unauthorized modifications of the System or its operating environment; (ii) any failure or defect of Customer's or a third party's equipment, software, facilities, third party applications, or internet connectivity (or other causes outside of Tenex's firewall).

5.0 OWNERSHIP OF PURCHASED PRODUCTS

5.1 Warranties

Tenex warrants and represents that it is, and on the date of the delivery of the Product shall be, the sole owner and copyright holder of the Purchased Product; that it has, and on the date of the delivery of the Purchased Product shall have, the full right and authority to grant this license; and that neither this license nor performance under this Agreement does or shall conflict with any other agreement or obligation to which Company is a party or by which it is bound.

5.2 Deliverables

Title to all other Deliverables, such as training documentation, to be provided to the County by or through Tenex as a part of this Agreement shall remain sole property of Tenex and should not be distributed, shared or shown to any other party without written explicit permission from an authorized Tenex employee.

6.0 FEES, EXPENSES & PAYMENT

6.1 Project Fees

Customer agrees to pay the following fees for future annual Precinct Central SaaS License and Support starting October 1, 2025 - September 30, 2029.

- \$11,250.00 to be billed on October 1, 2025, (90 Licenses @ \$125 each).
- \$13,500.00 to be billed on October 1, 2026, (90 Licenses @ \$150 each).
- \$13,500.00 to be billed on October 1, 2027, (90 Licenses @ \$150 each).
- \$13,500.00 to be billed on October 1, 2028, (90 Licenses @ \$150 each).

6.2 Expenses

Unless an expense is approved in advance by Customer, Tenex Software Solutions, Inc. shall be responsible for all expenses incurred while performing services under this Agreement.

6.3 Payment Terms

Customer will pay Tenex Software Solutions, Inc. as follows:

- Tenex Software Solutions, Inc. will submit an invoice at contract signing for the full amount of all Licenses and Support to be paid by the customer upon delivery.
- Tenex Software Solutions, Inc. will submit an invoice annually at the beginning of the contract year. Payment will be due from the Customer on receipt of the invoice.

7.0 INTELLECTUAL PROPERTY

7.1 Intellectual Property Ownership

Tenex Software Solutions, Inc. owns the entire copyright, title and interest in the following content ("Content"):

- All information regarding Precinct Central and Precinct Central software, scripts used to create reports, data transformation utilities and monitoring modules used to keep track of the health of the system.

- All training materials and documentation provided to the customer.

Customer will secure all necessary rights to copyright, trademark or other intellectual property to any materials it submits to Tenex Software Solutions, Inc. for use in the Services.

Nothing in this section will affect ownership of intellectual property created and owned by any entities not a party to this Agreement and not pursuant to an agreement with Tenex. Prior agreements for other products will not be affected by this agreement.

7.2 Warranty

Tenex Software Solutions, Inc. warrants that it has the rights and authority to grant all assignments and licenses granted by Tenex Software Solutions, Inc. in this Agreement.

7.3 Permitted Uses

Tenex grants to the Customer a non-exclusive license to use the Precinct Central solution at their polling locations for verifying voter eligibility and checking in voters for an election event. Customer agrees to protect the intellectual and confidential property of Tenex unless Tenex provides a written waiver for the terms of this requirement.

8.0 TERM & TERMINATION

8.1 Term

The term of this Agreement shall commence on the Effective Date and shall automatically terminate **four** years after the contract has commenced (Effective Date), Tenex has fulfilled their software as a service subscription agreement obligation, and payment of all Project Fees and Expenses as specified in this Agreement has been completed, unless otherwise extended by mutual written agreement or terminated in accordance with this Agreement.

8.2 Renewal

This contract may be renewed by the County for an additional 2 years at the same rate, terms and conditions if the renewal is executed before the end of this contract.

8.3 Termination

(a) Either party may terminate this Agreement effective immediately if the other party (i) commits any material breach or default of this Agreement; (ii) becomes the subject of any voluntary or involuntary proceeding under the U.S. Bankruptcy Code or state insolvency proceeding and such proceeding is not terminated within sixty (60) days of its commencement; or (iii) ceases to be actively engaged in business and has not assigned this Agreement.

(b) If this Agreement is terminated other than by reason of a material breach by Tenex, Tenex Software Solutions, Inc. shall be entitled to a pro-rated payment for work in progress based on the percentage of the Services then completed, as reasonably determined by Tenex.

8.4 Addendum Clause

If the Customer wishes to license additional modules or features of the Tenex TED software suite beyond those specified in this Agreement, the parties may mutually agree to execute a written addendum to this Agreement. Such addendum shall outline the scope, pricing, licensing terms, and any additional conditions applicable to the new modules. No additional modules shall be deemed included under this Agreement unless and until such addendum is executed in writing by both parties.

9.0 CONTRACTOR RELATIONSHIP

Tenex Software Solutions, Inc. is an independent contractor, and neither Tenex Software Solutions, Inc. nor Tenex's employees or contract personnel are, or shall be deemed, Customer's employees. This Agreement does not create a partnership relationship. Neither Tenex Software Solutions, Inc. nor Customer has authority to enter into contracts on the other's behalf.

10.0 NON-SOLICITATIONS & CONFIDENTIAL INFORMATION

10.1 Non-solicitation

During, and for a period of one year after termination of this Agreement, Customer agrees not to solicit or recruit Tenex's employees, contractors, or freelancers of which Customer becomes aware as a result of Tenex's services for Customer.

10.2 Confidential Information

Tenex Software Solutions, Inc. and Customer agree not to use or disclose to any third party, either during or after the term of this Agreement, any proprietary or confidential information of the other party without the other party's consent. Tenex Software Solutions, Inc. and Customer shall not be restricted in using any material, which is publicly available, already in their possession, or known to them, or which is rightfully obtained from sources other than the other party.

Proprietary or confidential information includes business plans, customer lists, operating procedures, trade secrets, design formulas, know-how and processes, computer programs and inventories, discoveries and improvements of any kind owned by Tenex Software Solutions, Inc. or by Customer; and any information marked "Proprietary" or "Confidential."

11.0 WARRANTIES & REPRESENTATIONS

Tenex Software Solutions, Inc. warrants that it is able to complete the Services in a professional and timely manner; that any Project Deliverables shall be original or all necessary permissions and releases obtained and paid for; and that any Project Deliverables shall not contain any false, misleading, libelous or unlawful matter.

Customer warrants that any material given by Customer to Tenex Software Solutions, Inc. for use in the Services under this Agreement shall be original or all necessary permissions and releases obtained and paid for; and that any such material shall not contain any false, misleading, libelous or unlawful matter.

12.0 LIABILITY

12.1 Total Liability

In no event shall Tenex's aggregate liability for all cases or controversies arising out of the subject matter of this Agreement, whether in contract, tort or otherwise, exceed the aggregate payments actually received by Tenex Software Solutions, Inc. under this Agreement. In no event will Tenex Software Solutions, Inc. be liable to Customer or any third party for any special, incidental or consequential damages or lost profits, whether based in breach of contract, tort (including negligence), product liability or otherwise, and whether or not Tenex Software Solutions, Inc. has been advised of the possibility of such damage.

12.2 Limitation of Remedies



Customer's exclusive remedy, and Tenex's sole liability for any case or controversy arising out of Tenex's failure to perform any of its obligations hereunder shall be to terminate this Agreement pursuant to Section 8.1 and receive a refund from Tenex Software Solutions, Inc. of the unearned portion of any fees paid with respect to the Services.

Client: Bonner County, ID Board of Elections	Contractor: Tenex Software Solutions, Inc.
Signature: _____	Signature: <u>Ravi Kallem</u>
Name: _____	Name: Ravi Kallem
Title: _____	Title: President
Mailing Address: _____	Mailing Address: 3031 N Rocky Point Drive
_____	W Suite 580
Date: _____	Tampa, FL 33607
	Tax ID #: 59-3647858
	Date: <u>01/21/2026</u>

DRAFT



Bonner County

AIRPORTS

February 10, 2026

Memorandum

AIRPORTS
Item # 1

To: Commissioners

From: AIRPORTS

Re: Request to Advertise for Bids to Construct the Snow Removal Equipment (SRE) Building at Priest River Airport

This request is to advertise for bids to construct an SRE storage building at Priest River Airport. The project will consist of a pre-engineered metal building with vehicle doors and one personnel door. The floor of the building will be concrete, with a concrete pad and paved approach driveway. The interior will include electric or propane wall heating, lighting, electrical outlets, floor drain, and frost-free spigot. The building size is anticipated to be 2,000 square feet.

This project will be paid for with a grant from the FAA AIP program applied for earlier this month.

I recommend approving this request.

Auditing Review: N/A _____

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A _____

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: N/A _____

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC

_____ Copy to

A suggested motion would be: **Based on the information before us I move that Bonner County approve this bid advertisement for construction of the Snow Removal Equipment Building at Priest River Airport.**

Recommendation Acceptance: yes no

Brian Domke, Chair

Date

NOTICE INVITING BIDS

OWNER: Bonner County, Idaho
1500 Highway 2, Suite 308
Sandpoint, Idaho 83864-1709

Separate sealed BIDS for the construction of:

**Construct Snow Removal Equipment (SRE) Building
Priest River Airport
Bonner County, Idaho
FAA/AIP Project No. 3-16-0058-021/022-2026**

will be received by the Owner at the Office of the County Commissioners, 1500 Highway 2, Suite 308, Sandpoint, Idaho 83864, until **9:00 a.m. (Local Time), March 24, 2026**, and then publicly opened and read aloud during a county commissioner's meeting.

Work associated with proposed improvements is generally described as follows:

Schedule A: Snow Removal Equipment (SRE) Building
Schedule B: Sewer Service, Oil Water Separator, Concrete Floor, Floor Drain
Schedule C: Paving of Approaches
Schedule D: Water Service, Spigot

Snow Removal Equipment Building consists of all elements necessary to construct a pre-engineered metal building for storage of the airport's snow removal equipment. Work generally consists of the construction of a Snow Removal Equipment Building (approximate gross size 2,025 sft) with associated utility extensions, and vehicle access to roadway. Work includes sitework to construct the new building to include: surveying, erosion control, excavation, embankment, base course, asphalt paving, stormwater modifications and improvements, utility work, topsoil, seeding and other miscellaneous items. Building items include permitting, foundation and floor concrete, wood supply and erection of trusses, insulation, overhead and man doors, HVAC, roofing, and electrical.

Electronic contract documents will be made available for review at [Ardurra - Projects \(questcdn.com\)](#), reference Quest Number 10050726 after 3:00 p.m., local time, March 9, 2026. Interested parties may view the bidding documents at no cost. Bidders must register with [QuestCDN.com](#) for a non-refundable cost of \$22.00 to download the bidding documents and be placed on the planholders list. Addendum(a) will be issued through [www.questcdn.com](#).

A Prebid Conference will be held at 10:00 a.m. local time, March 12, 2026, at the Pilot's Lounge, Priest River Airport, 102 Airfield Way, Priest River, Idaho. As an alternative to attending in-person, a virtual meeting option is provided. Call in information along with a link to view the presentation live is provided below. Attendance is recommended, not mandatory.

Join with Video <https://teams.microsoft.com/meet/27072424679246?p=AAn9Bf0uLYO4fBDmn6>

Join by Phone

Toll-free number (323) 886-7904

Meeting ID: 270 724 246 792 46

Conference ID: 747 437 388#

Passcode: Gj7Nr7V8

A Bid Guaranty, payable in cash, by cashier's check, certified check or bid bond, of 5 percent of the total bid amount is required. Separate Performance and Payment Bonds each in the amount of 100 percent of the total contract amount will be required. Each bidder must supply all the information required by the Bid Documents and Specifications.

No contractor, subcontractor, or specialty contractor shall be required to have a current license as a Contractor in the State of Idaho in order to submit a bid or proposal on this project; prior to award and execution of the Contract, the successful bidder shall secure an Idaho Public Works Contractor's License.

Prospective Contractors are notified that the work under this Contract is funded in part by a grant from the Federal Aviation Administration and as such solicitation and any resulting contract are subject to the requirements, rulings, and interpretations of the following federal contract provisions, Buy America Preferences (49 U.S.C. § 50101, Executive Order 14005, IIJA P.L. No. 117-58 BABA); Davis Bacon Act (2 CFR Part 200, Appendix II (D), 29 CFR Part 5, 49 USC § 47112(b), and 40 USC §§ 3141-3144, 3146, and 3147); Lobbying Federal Employees (31 U.S.C. § 1352 – Byrd Anti-Lobbying Amendment, 2 CFR Part 200, Appendix II(I), and 49 CFR Part 20, Appendix A); Prohibition of Covered Unmanned Aircraft Systems (FAA Reauthorization Act of 2024 P.L. 118-63, Section 936, 49 U.S.C. § 44801 note); and Recovered Materials (42 USC § 6901, 2 CFR § 200.323, 2 CFR Part 200, Appendix II(J), and 40 CFR Part 247).

As a condition of a grant award, the Sponsor shall demonstrate that it complies with the provisions of Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq) and implementing regulations (49 CFR part 21) including amendments thereto, the Airport and Airway Improvement Act of 1982 (49 U.S.C. § 47123), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, et seq.), U.S. Department of Transportation and Federal Aviation Administration (FAA) Assurances, and other relevant civil rights statutes, regulations, or authorities, including any amendments or updates thereto.

This may include, as applicable, providing a current Title VI Program Plan to the FAA for approval, in the format and according to the timeline required by the FAA, and other information about the communities that will be benefited and impacted by the project. A completed FAA Title VI Pre-Grant Award Checklist is required for every grant application, unless excused by the FAA. The Sponsor shall affirmatively ensure that when carrying out any project supported by this grant that it complies with all federal nondiscrimination and civil rights laws based on race, color, national origin, sex, creed, age, disability, genetic information, in consideration for federal financial assistance. The Department's and FAA's Office of Civil Rights may provide resources and technical assistance to recipients to ensure full and sustainable compliance with Federal civil rights requirements. Failure to comply with civil rights requirements will be considered a violation of the agreement or contract and be subject to any enforcement action as authorized by law.

The bidder certifies, by submission of a proposal that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. The bidder with the successful bid further agrees to comply with 2 CFR Part 180 (subpart B), 2 CFR Part 200, Appendix II(H), 2 CFR Part 1200, DOT Order 4200.5, and Executive Orders 12549 and 12689.

The requirements of 49 CFR Part 26 including any amendments thereto apply to this contract. It is the policy of Bonner County, Idaho to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR Part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Contractor has full responsibility to monitor compliance to the referenced statute or regulation. The Contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

All prospective bidders are directed to the Instructions for Bidders for discussion of Bid policies, procedures, and requirements. The Owner reserves the right to reject any and all Bids, to waive any and all informalities and to negotiate contract terms with the successful Bidder, and the right to disregard all non-conforming, non-responsive or conditional Bids.

By: Bonner County, Idaho

PUBLICATION DATES:

March 3, 10, 2026

DRAFT



Bonner County

Indigent/Assistance

February 17, 2026

Memorandum

Indigent/Assistance
Item #1

To: Commissioners
From: Indigent/Assistance
Re: Disposal of Indigent/Assistance Records

The Bonner County Indigent Assistance Office is seeking approval to destroy records as outlined in Indigent Office Records Retention and Destruction Policy, Resolution 18-14, passed by the Board Policy 18-14

Auditing Review: N/A

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review:



APPROVED

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to Indigent/Assistance

A suggested motion would be: **Based on the information before us I move**
to approve Resolution, number to be assigned, that allows the Indigent/Assistance Office to dispose of the election records listed in Exhibit A.

Recommendation Acceptance: yes no

Brian Domke, Chair

Date



Bonner County
Indigent/Assistance

RESOLUTION NO. 2026-_____

COUNTY ASSISTANCE
APPROVAL OF THE DESTRUCTION OF
INDIGENT OFFICE RECORDS

WHEREAS, Bonner County Indigent applications with supporting documentation prior to and including 2020 have been reviewed and found to be “semi-permanent records”, which need to be retained not less than five (5) years, and;

WHEREAS, the Bonner County Clerk is the custodian of these records and has been consulted and does give approval for the destruction of those inactive records older than five (5) years, and;

WHEREAS, the Bonner County Prosecuting Attorney pursuant to Idaho Code 31-871(2)(g) has reviewed the request and has no objection thereto, and;

WHEREAS, Idaho Code 31-871 does authorize the destruction of the above named documents, a detailed list of which is attached to and incorporated herein.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Bonner County, Idaho, that the above-named documents, identified in detail in the attached list, may be destroyed, and the same is hereby approved and adopted as a resolution of the Bonner County Commissioners.

Dated this 17th day of February, 2026.

BONNER COUNTY COMMISSIONERS

Brian Domke, Chair

Asia Williams, Commissioner

Ron Korn, Commissioner

ATTEST: Michael W. Rosedale

By: _____
Deputy Clerk

Dated: _____



Bonner County

Indigent/Assistance

Exhibit A

Assistance Files to be destroyed after January 1, 2026

2019-079	2019-030
2019-090	2019-040
2020-002	2020-011
2019-072	2020-008
2019-091	2019-080
2020-010	2019-089
2020-032	2016-018
2019-088	2020-001
2010-184	2009-231
2019-085	2007-069
2008-140	2012-161
2019-076	2019-073
2019-077	2019-045
2009-157	2019-074
2009-158	2011-187
2009-216	2020-022
2009-167	2011-159
2020-005	2010-311
2020-021	2020-006
2020-020	2020-007
2020-013	1104
2019-066	2019-065
2009-128	2020-017
2020-004	2019-035
2020-031	2020-003
2011-220	2020-009
2011-263	2020-012
2020-026	2020-023
2019-083	2010-203
2020-027	2010-107
2014-047	2020-025
	2019-087

Mental Hold cases

Years

DE Bills Paid

2020



Bonner County

Indigent/Assistance

Mental Hold Denied

DRAFT

Resolution No.: 18-14

BONNER COUNTY ASSISTANCE RECORDS RETENTION AND DESTRUCTION

AT A REGULARLY SCHEDULED PUBLIC MEETING OF THE BONNER COUNTY COMMISSIONERS, STATE OF IDAHO, ON THE 23rd DAY OF January, 2018, THE FOLLOWING RESOLUTION WAS UNANIMOUSLY ADOPTED TO WIT:

WHEREAS, in accordance with Idaho Code 31-871(1)(b), all semi-permanent records shall be kept for not less than five (5) years after date of issuance of completion of the matter contained in the records; and

WHEREAS, the Board has developed certain policies and procedures for the administration of Idaho Code, Title 31, Chapter 34 and Chapter 35, as permitted specifically therein, subject to amendment by further Resolution, as deemed necessary.

BE IT HEREBY RESOLVED that the Board hereby declares that the following policies and procedures will be utilized in the administration of Idaho Code, Title 31, Chapter 34 and Chapter 35 records maintained in the Assistance office.

FURTHER, this Resolution is intended to provide guidance for the retention of records of Title 31, Chapter 34 and Chapter 35 of the Idaho Code, and nothing contained herein shall be interpreted as a substitution for any language, restrictions, rights, privileges or requirements set forth in said Idaho Code. Refer to Idaho Code 31-871 (1)(b) for definitions.

I. Retention of Semi-permanent records

- a. Retention period shall begin at the date of the application denial or close of an approved case.
- b. The following records are considered semi-permanent. Record Title:
 1. Application, Investigation Notes, Motions and Order to Approve or Deny, Appeals, and all file contents.
 2. Claims
 3. Lien Letters
 4. Liens
 5. Medical records
 6. Promissory Notes
 7. Receipts
 8. Documentation provided by applicant
 9. Registrations
 10. Releases
 11. Transcripts
- c. Records shall be maintained for a minimum period of five (5) years after the denial or close of an approved case.

II. **Records from Hearings**

- a. Exhibits presented during an appeal hearing will remain in the custody of the Assistance office.

III. **Destruction of Records**

- a. Records may only be destroyed by resolution of the board of county commissioners after regular audit and upon the advice to the prosecuting attorney. A resolution ordering destruction must list, in detail, records to be destroyed. Such disposition shall be under the direction and supervision of the elected Clerk or Director of County Assistance.

1. Destruction of semi-permanent records could be at the end of the fiscal year five (5) years after the denial or close of an approved case.

THEREFORE BE IT RESOLVED by this Board of Bonner County Commissioners this 23rd day of January, 2018, adopt the **BONNER COUNTY ASSISTANCE RECORDS RETENTION AND DESTRUCTION** and be effective upon execution hereof.

APPROVED AND ADOPTED this 23rd day of January, 2018

Board of Bonner County Commissioners

By: [Signature] Chairman

By: [Signature] Commissioner

By: [Signature] Commissioner

Attest:

[Signature] Bonner County Clerk
Deputy Clerk



Bonner County

Elections

February 17, 2026

Memorandum

Elections
Item #1

To: Commissioners
From: Elections
Re: Disposal of Election Records

Disposal of Election Records in storage longer than the Idaho State Mandated Records Retention period as per Idaho Statute 34-217. (Attached as Exhibit B)

Having maintained the records listed in "Exhibit A" for a period longer than required by the above statute, the Elections Office would like to dispose of the records listed.

Auditing Review: N/A

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review:

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.



Distribution: _____ Original to BOCC
_____ Copy to Elections

A suggested motion would be: **Based on the information before us I move**
to approve Resolution, number to be assigned, that allows the Elections Office to dispose of the election records listed in Exhibit A.

Recommendation Acceptance: yes no

Brian Domke, Chair

Date



Bonner County

Elections

Resolution #2026-_____

Clerk/Elections

Disposal of Election Records past the Retention dates

WHEREAS Idaho Code §34-217 requires the County Clerk to maintain certain Election Records for a specified time; and

WHEREAS a large quantity of Election Records have been maintained for a period of time longer than the specified time required by Idaho Code §34-217;

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of Bonner County authorize the Elections Office, under the supervision of the County Clerk, to dispose of the materials that are listed on the Memorandum.

DATED THIS ____ day of February, 2026

BOARD OF BONNER COUNTY COMMISSIONERS

Brian Domke, Chair

Asia Williams, Commissioner

Ron Korn, Commissioner

Attest: Michael W. Rosedale

By: _____
Deputy Clerk



Bonner County

Elections

Exhibit A

Records to Destroy February 17, 2026

The following records are 5-year retention records that are now 5 years old or older that will be destroyed. These hit their 5-year mark on or before February 17, 2026, and originated on or before February 17, 2021:

- Voter registration cards for electors whose registration has been terminated
- Correspondence relating to an elector's voter registration
- Combination election record and poll book, including the ballot accounting page
- Declaration of candidacy and petition of candidacy forms filed with the county clerk
- Maps of precinct boundaries with legal descriptions
- List of absentee voters
- County initiatives and petitions that qualify for placement on the ballot

The following records are 2-year retention records that are now 2 years old or older that will be destroyed. These hit their 2-year mark on or before February 17, 2026, and originated on or before February 17, 2024:

- Completed absentee ballot request forms
- Tally books
- Voted Ballots
- Any ballots that were required to be duplicated before being counted
- Certified lists of candidates or declaration of candidacy forms from special districts used for ballot preparation
- Certified ballot language from special districts for any question placed on the ballot
- Absentee ballot affidavit envelopes, including the indication of the signature's acceptance or rejection

The following records are 1-year retention records that are now 1 year old or older that will be destroyed. These hit their 1-year mark on or before February 17, 2026, and originated on or before February 17, 2025:

- Notice of election
- Personal identification affidavit
- Ballot tracking logs
- Automated tabulation election logs
- Copy of the election definition and program used in tabulating ballots electronically and in the ballot marking device
- Record of the number of ballots printed and furnished to each polling place.

The following records may be destroyed sixty (60) days following the deadline for requesting a recount or filing an election contest and now past that hold time:

- Other election supplies, including but not limited to
 - unused ballots
 - official election ballot identification or official ballot stamps
 - receipts for supplies
 - spoiled ballots



Bonner County

Elections

Exhibit B

TITLE 34 ELECTIONS CHAPTER 2

DUTIES OF OFFICERS

34-217. RETENTION OF COUNTY ELECTION RECORDS. County election records shall be maintained by the county clerk for the time periods outlined in this section. Records shall be maintained for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater.

(1) The following records shall be retained for not less than five (5) years:

- (a) Voter registration cards for electors whose registration has been terminated;
- (b) Correspondence relating to an elector's voter registration;
- (c) Combination election record and poll book, including the ballot accounting page;
- (d) Declaration of candidacy and petition of candidacy forms filed with the county clerk;
- (e) Maps of precinct boundaries with legal descriptions;
- (f) List of absentee voters; and
- (g) County initiatives and petitions that qualify for placement on the ballot.

(2) The following shall be retained for two (2) years:

- (a) Completed absentee ballot request forms;
- (b) Tally books;
- (c) Voted ballots;
- (d) Any ballots that were required to be duplicated before being counted;
- (e) Certified lists of candidates or declaration of candidacy forms from special districts used for ballot preparation;
- (f) Certified ballot language from special districts for any question placed on the ballot; and
- (g) Absentee ballot affidavit envelopes, including the indication of the signature's acceptance or rejection.

(3) The following shall be maintained for one (1) year:

- (a) Notice of election;
- (b) Personal identification affidavit;
- (c) Ballot tracking logs;
- (d) Automated tabulation election logs;
- (e) Copy of the election definition and program used in tabulating ballots electronically and in the ballot marking device; and
- (f) Record of the number of ballots printed and furnished to each polling place.

(4) Other election supplies, including but not limited to unused ballots, official election ballot identification or official ballot stamps, receipts for supplies, and spoiled ballots, may be disposed of sixty (60) days following the deadline for requesting a recount or filing an election contest pursuant to chapters 20 and 21, title 34, Idaho Code.

History:

[34-217, added 2011, ch. 285, sec. 2, p. 779; am. 2012, ch. 211, sec. 2, p. 573; am. 2013, ch. 285, sec. 1, p. 735; am. 2018, ch. 78, sec. 1, p. 177; am. 2021, ch. 262, sec. 2, p. 807.]



Bonner County Clerk

Michael W. Rosedale

Clerk of the District Court
Ex-Officio Auditor & Recorder
Clerk of the Board of County Commissioners
Chief Elections Officer

February 17, 2026

Memorandum

Clerk/Elections
Item #2

To: Commissioners

From: Elections

Re: Establishment of Precincts for the 2026 Election Year - Update

In accordance with Idaho Code §34-301 the Board established a convenient number of Election Precincts within the county on January 13, 2026. Since then we were notified that one of the buildings used as a polling location is not available. Voters in the Southside precinct will join the voters from the Westmond precinct in voting at the Cocolalla Bible Camp.

***There are no changes to precincts boundaries, only a polling location change for the Southside precinct**

Auditing Review: N/A

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review:

APPROVED

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to BOCC
 Copy to Clerk

A suggested motion would be: **Based on the information before us I move to approve Resolution, number to be assigned, updating the polling location for the Southside Precinct.**

Recommendation Acceptance: yes no

Brian Domke, Chair

Date

RESOLUTION #2026-_____

CLERK / ELECTIONS

ESTABLISHMENT OF ELECTION PRECINCTS

WHEREAS, in accordance with Idaho Code §34-301 the Board established a convenient number of Election Precincts within the county on January 13, 2026; and

WHEREAS, Bonner County has been notified that one of our polling locations is no longer available; and

WHEREAS, the Election Precincts indicated on the map attached hereto as “Bonner County 2024 Voter Precincts” sets forth the name and pictorial boundary of each voting precinct along with a list of the Precincts by name; and

WHEREAS, the absentee precinct is located at Elections Office in Suite 124 on the 1st floor of the Bonner County Administrative Office Building whose address is 1500 Highway 2 in Sandpoint Idaho.

NOW THEREFORE BE IT RESOLVED that the polling place for the Southside Precinct be changed as indicated on the updated list of polling location.

IT IS FINALLY RESOLVED that these same polling places will be used thereafter unless changed by the BOCC.

DATED THIS 17th day of February, 2026.

BOARD OF BONNER COUNTY COMMISSIONERS

Brian Domke, Chairman

Asia Williams, Commissioner

Ron Korn, Commissioner

ATTEST: Michael W. Rosedale

By _____
, Deputy Clerk

POLLING PLACE ADDRESSES

2026

Order	Precinct Code	Precinct Name	Polling Place	Physical Address	Commissioner District	Legislative District	Registered Voters as of 1/13/2026
1	AIRP	AIRPORT	Bonner County Extension Office	4205 North Boyer Rd.-Sandpoint	3	1	1,470
2	ALGO	ALGOMA	Sagle Fire Station	2689 Gun Club Rd.-Sagle	1	1	1,085
3	BALD	BALDY	VFW Post 2453	1325 Pine St.-Sandpoint	2	1	1,493
4	BEAC	BEACH	First Lutheran Church	526 Olive Ave.-Sandpoint	3	1	1,097
5	BLUE	BLUE LAKE	Blue Lake Community Hall	9518 Eastside Rd.-Priest River	2	1	828
6	CARW	CAREYWOOD	Careywood Fire Station	456055 Highway 95-Careywood	1	2	1,402
7	CLAG	CLAGSTONE	Edgemere Grange Hall	3273 Bandy Rd.-Priest River	1	2	1,471
8	CKFK	CLARK FORK	Clark Fork-Hope Area Senior Center	1001 Cedar St.-Clark Fork	3	1	1,030
9	COLB	COLBURN	Northside Fire Station #4	64 Samuels Rd.-Sandpoint	3	1	1,098
10	DOVR	DOVER	Dover City Hall	699 Lakeshore Ave.-Dover	2	1	725
11	EAPR	EAST PRIEST RIVER	Priest River Event Center	5399 US-2-Priest River	2	1	1,237
12	EDGM	EDGEMERE	Edgemere Grange Hall	3273 Bandy Rd.-Priest River	1	1	864
13	GAML	GAMLIN LAKE	Garfield Bay Sewer District Office	1585 Garfield Bay Cutoff Rd.-Sagle	1	1	706
14	GRCK	GROUSE CREEK	Northside Christian Fellowship DS	4400 Colburn Culver Rd.-Sandpoint	3	1	1,256
15	HOPE	HOPE	Memorial Community Center	415 Wellington Place-Hope	3	1	879
16	HUMB	HUMBIRD	Sandpoint United Methodist Church	711 Main St.-Sandpoint	2	1	1,298
17	KOOT	KOOTENAI	Cedar Hills Church	227 McGhee Rd.-Sandpoint	3	1	1,516
18	LACL	LACLEDE	Laclede Community Hall	24 Moore Loop-Laclede	2	1	520
19	LAMB	LAMB CREEK	Priest Lake Elementary School	27732 Highway 57-Priest Lake	2	1	547
20	ODEN	ODEN	Oden Community Hall	143 Sunnyside Rd.-Sandpoint	3	1	1,200
21	OLDT	OLDTOWN	Oldtown Rotary Park Visitor Center	68 Old Diamond Mill Rd.-Oldtown	2	1	1,693
22	PRLK	PRIEST LAKE	Coolin Civic Organization	5361 Dickensheet Rd.-Coolin	2	1	296
23	SAGL	SAGLE	Sagle Senior Center	650 Monarch Rd.-Sagle	1	1	1,626
24	SELL	SELLE	Northside Christian Fellowship US	4400 Colburn Culver Rd.-Sandpoint	3	1	1,210
25	SOSD	SOUTHSIDE	Cocolalla Bible Camp	209 Cocolalla Loop Rd.-Cocolalla	1	1	1,557
26	SPVY	SPIRIT VALLEY	Blanchard Grange	549 Rusho Ln.-Blanchard	2	2	1,619
27	WASH	WASHINGTON	First Lutheran Church	526 Olive Ave.-Sandpoint	1	1	1,699
28	WMND	WESTMOND	Cocolalla Bible Camp	209 Cocolalla Loop Rd.-Cocolalla	1	1	1,205
29	WPRV	WEST PRIEST RIVER	Priest River Event Center	5399 US-2-Priest River	2	1	809
30	WREN	WRENCO	Westside Fire Station	15 Helen Thompson Rd.-Sandpoint	2	1	338
31	EV	EARLY VOTING	Bonner County Administration Bldg.	1500 Highway 2, Ste 124-Sandpoint			

February 17, 2026

Memorandum

HR
Item #1

To: Commissioners

From: Kevin Rothenberger, Human Resources

Re: #755: HIPAA & HITECH Privacy and Security Policy

The HIPAA & HITECH Privacy had some regulatory changes that needed to be updated within the policy. The provisions added are to support substance use disorder.

Auditing Review N/A, see email attached

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: Approved, see email attached

APPROVED

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved, see email attached

Matt D. A.

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to HR
 Copy to

A suggested motion would be: **Based on the information before us I move to approve changes to Policy #755: HIPAA and HITECH Privacy and Security policy and HIPAA Privacy Notice adding provisions to substance use disorder.**

Recommendation Acceptance: yes no _____ Date: _____

Brian Domke, Chairman

BOCC APPROVAL: ~~October 2, 2018~~ February 16, 2026

755 PURPOSE

The purpose of this Policy is to:

1. Outline and document the HIPAA and HITECH compliance processes for internal and external use.
2. Provide a reference manual for internal compliance and training.

755.1 SCOPE

This Policy represents the efforts performed to ensure compliance with HIPAA ~~as amended~~ and the HITECH Act. All employees who have access to PHI must be trained in and comply with this Policy.

Group Health Plan (GHP) means an employer sponsored arrangement that includes indemnity and self-funded health plans that offer; medical benefits including HMO coverage, long term care plans, dental, vision, flexible spending accounts (FSA), health reimbursement accounts (HRA), and other plans that may provide or pay for medical care such as some EAP plans and wellness plans.

Protected Health Information (PHI) means information that is created or received for the purpose of GHP administration including:

- Information that relates to the past, present, or future physical or mental health or condition of a Participant; and,
- The provision of health care to a Participant; or the past, present, or future payment for the provision of health care to a Participant; and that identifies the Participant.

The HIPAA Privacy Rule to Support Reproductive Health Care Privacy means privacy protections for protected health information involving Reproductive Health Care.

- Establishes a ban on the use or disclosure of PHI by HIPAA covered entity or their Business Associates for any of the following:
 - Criminal, civil, or administrative investigations int any person for the mere act of seeking, obtaining, providing, or facilitating reproductive healthcare.
 - Imposing criminal, civil, or administrative liability on any person for the mere act of seeking, obtaining, providing, or facilitating reproductive healthcare.
 - Identifying any person for any purpose described above.

The test is whether there is a reasonable basis to believe the information can be used to identify the Participant. PHI includes information of persons living or deceased. Even GHP enrollment data for the purpose of setting up tax advantaged accounts or processing continuation services is considered PHI.

755.2 GENERAL POLICIES

1. No Waiver of Privacy Rights. No Participant will be required to waive his or her privacy rights under the Privacy Rule as a condition of treatment, payment, enrollment or eligibility in any employer sponsored GHP. Privacy rights waivers are not enforceable and will not be accepted.
2. Privacy/Security Officer and Contact Person. This Officer will be responsible for the development and implementation of policies and procedures relating to privacy and security, including but not limited to this Privacy Policy. This Officer or ~~his/her~~ **their** designee will also serve as the contact person for Participants who have questions, concerns, or any complaints regarding PHI.
3. Workforce Training. All employees who have access to PHI will be trained on these policies and procedures. Training sessions will be held to achieve the goal that all employees be trained within 30 days of the date of first access to PHI. Each employee will be required to acknowledge that they have been trained on and will comply with this Privacy and Security Policy.
4. Sanctions for Violations of Privacy Policy. Sanctions for using or disclosing PHI in violation of this Policy will be imposed in accordance with applicable discipline policy, up to and including termination.
5. Prohibition On Sale Of PHI. There is no selling PHI in any manner for any purpose, including the sale or exchange of ~~or~~ PHI for any form of trade or compensation. All Employees are strictly prohibited from arranging for or providing any PHI for sale, for any purpose whatsoever.

755.3 DESIGNATED RECORD SETS

There are two categories of PHI created, obtained and maintained for GHP administration. This PHI is defined as the Designated Record Set for the purposes of this Policy.

1. Enrollment and disenrollment data including Participant elections and demographics for administering employer sponsored GHPs.
2. Limited claims information submitted by a Participant or obtained from other sources for the purposes of adjudicating an appeal from an adverse benefit determination made by the insurer, Third Party Administrator, or Service Provider.

755.4 PARTICIPANT RIGHTS UNDER HIPAA AND HITECH

The Privacy Officer will respond to participant requests as follows. The Privacy Officer can charge a reasonable fee for providing this assistance:

1. Right To Inspect And Copy PHI. Within thirty (30) days of receiving a written request from the Participant, the Privacy Officer will make PHI maintained in Designated Record Set available to the Participant, in a reasonable time and manner. A reasonable fee for the costs of copying, mailing, or other supplies associated with the request will be charged. The request may be denied in certain limited circumstances related to the wellbeing of the Participant. If you are denied access to your medical information, you may request that the denial be reviewed by submitting a written request to the Privacy Officer identified below.
2. Amendment of PHI. The Privacy Officer will make reasonable amendments to PHI when the PHI is created or maintained by the GHP or a Service Provider that is not itself considered a Covered Entity. The Privacy Officer will communicate any approval or denial of an amendment of PHI maintained by

the Privacy Officer or a Service Provider to the Participant. An example of an unreasonable request would be for the Privacy Officer to alter a medical record received, the Participant would be advised to ask the medical provider who created the record for such amendment.

3. **Accounting of Disclosures.** The Privacy Officer will make available to the Participant the information required to provide an accounting of disclosures. The Privacy Officer will prepare and deliver any such accounting requested.

The accounting will not include:

- disclosures for purposes of treatment, payment, or health care operations;
- disclosures made to a Participant;
- disclosures made pursuant to a Participant's authorization;
- disclosures made to friends or family in a Participant's presence or because of an emergency;
- disclosures for national security purposes; and
- disclosures incidental to otherwise permissible disclosures. To request this list or accounting of disclosures,

the Participant must submit a request in writing to the Privacy Officer. A Participant's request must state the time period the accounting covers, which may not be longer than six years before the date of the request. A Participant's request should indicate in what form a Participant wants the list (for example, paper or electronic). The first list a Participant requests within a 12-month period will be provided free of charge. For additional lists, the Employer may charge a Participant for the costs of providing the list. The Privacy Officer will notify a Participant of the cost involved and a Participant may choose to withdraw or modify the request at that time before any costs are incurred.

4. **The Right To Restrict The Use And Request Confidential Communications.** A Participant has the right to request a restriction of uses and disclosures of their PHI. A Participant also has the right to restrict communication of their PHI if the Participant informs the Privacy Officer that communicating the information may endanger the Participant. Requests will be deemed unreasonable if they limit the access and use that is necessary for GHP administration.

If the Privacy Officer agrees to the request for a restriction, the Privacy Officer will not use or disclose the PHI in violation of the restriction, except when needed for emergency treatment, at the written request of the Participant (by authorization), or when the use or disclosure is required by law and the use or disclosure complies with and is limited to the relevant requirements of such law.

The Privacy Officer may terminate its agreement to a restriction, if the Participant agrees to or requests the termination in writing; or, the Privacy Officer informs the Participant that it is terminating its agreement to a restriction. The termination is only effective with respect to PHI created or received after the Participant is informed.

5. **Requests for Alternative Communication Means or Locations.** Participants may request to receive communications regarding their PHI by alternative means or at alternative locations. For example, Participants may ask to be called only at work rather than at home. These requests will be honored if, in the sole discretion of the Privacy Officer, the requests are reasonable. However, the Privacy Officer will accommodate such a request if the Participant clearly provides information that the disclosure of

all or part of that information could endanger the Participant. All such requests should be forwarded to the Privacy Officer when received.

6. Right to receive a HIPAA Privacy Notice. That provides a clear, user friendly explanation:

- the uses and disclosures of PHI
- the individual's HIPAA rights, and
- the GHPs legal duties with respect to the PHI.

The Employer is charged with providing a notice on the PHI that will be obtained for GHP administrative purposes and how that PHI will be used.

- An Employer must make its notice available to any person who asks for it,
- On an ongoing basis at the time of enrollment, and
- An Employer must prominently post and make available its notice on any web site it maintains that provides information about its customer services or benefits.

There is Employer discretion regarding how to deliver the Notice. Special or separate mailings are not required. The Notice may be included with other written materials that are mailed to the Participants, or included with a Summary Plan Description (SPD) or with enrollment materials.

The Notice can be provided by email, if the recipient has agreed to receive an electronic notice and that agreement has not been withdrawn. If it is discovered that the email transmission has failed, the Notice must be provided by a paper copy. Additional materials may be included in the email.

755.5 COMPLAINT PROCEDURES

1. Complaints. A Participant can file a complaint regarding the Privacy Rule or any matter described in this Privacy Policy with the Privacy Officer by sending a written description of the facts and circumstances and the acts that are the subject of the complaint to:

Attn: Privacy Officer
BONNER COUNTY
~~1500 HIGHWAY 2 STE 337-521 SOUTH DIVISION AVE STE 202~~
SANDPOINT, ID 83864

All complaints will be forwarded to the Privacy Officer. The Privacy Officer is responsible for any response and taking necessary actions to change this complaint process or this Privacy Policy. No response from the Privacy Officer is required. A copy of this complaint procedure will be provided to the Participant.

No Employee will intimidate, threaten, coerce, discriminate against, or take other retaliatory action against Participants for exercising their rights, filing a complaint, participating in an investigation, or opposing any improper practice under the Privacy Policy or the federal Privacy Rule.

2. **Complaints made to the Secretary.** A Participant may file a complaint to the Secretary of Health and Human Services. The Employer will cooperate with an investigation by permitting access to information requested by the investigator.

A complaint to the Secretary must be made in writing, must name the entity against whom the complaint is lodged, must describe the wrongful acts or omissions and must be filed within 180 days of the time that the Participant became aware of, or should have become aware of the violation. Complaints may include violations of the Privacy Policy and Security Policy.

The U.S. Department of Health and Human Services
Privacy Rule Complaint
200 Independence Avenue, S.W.
Washington, D.C. 20201
Telephone: 202-619-0257, Toll Free: 1-877-696-6775

755.6 DOCUMENTATION

The Privacy Officer will ensure that privacy files are maintained for a period of 6 years from the date of the event as described below, or when appropriate for 6 years after the end of the Plan Year in which the document was created. The Plan Sponsor will destroy PHI that is 7 years old on a calendar basis to meet the various requirements.

1. **Training.** A copy of training materials used and the employee's acknowledgement that the employee was trained on this Policy, and they acknowledged they would comply with this Policy.
2. **Disclosures.** Including documentation of authorizations and authorized disclosures. The Privacy Officer will not document disclosures of Summary Health Information as defined above, or routine Disclosures of minimum necessary data to a Business Associate.
3. **Complaints.** Any complaint made regarding this Policy, any response, and actions taken to resolve the complaint, if any.
4. **Inadvertent Disclosure of PHI.** The Privacy Officer will document any unauthorized disclosure of PHI. All incidents need to be reviewed by the Privacy Officer to determine whether this constitutes a Breach of insecure PHI. Any questions should be referred to the Privacy Officer.
5. **Security Incidents.** See the Incident Policy below.
6. **HIPAA Privacy Notice Distribution.** A copy of the Notice distributed with documentation of the method used. The documentation should specifically show who received the notice. Examples: mailed notices can be shown by retaining a copy of the addressed postmarked envelope, email notices can be shown by retaining a copy of the email with attachments, provided with the SPD will be shown by your efforts to document the SPD delivery.
7. **Requests for Participant Rights.** Written requests for HIPAA rights, the written response if any, and the resolution of the request are documented.

8. Plan Document Amendment. Retain a copy of the Plan Document Amendment including future updates needed.

755.7 BUSINESS ASSOCIATES

1. Business Associates. A Business Associate is an entity or person who: 1) Performs or assists in performing a GHP function or activity involving the use and disclosure of PHI (including claims processing or administration; data analysis, underwriting, etc.); or 2) Provides legal, accounting, actuarial, consulting, data aggregation, management, accreditation, or financial services, where the performance of such services involves giving the Service Provider access to PHI. A Business Associate is required to enter an agreement with the Covered Entity that HIPAA compliance is in force. Business Associates will only use and disclose protected health information consistent with this Policy.
2. Contracts With Business Associates. The Employer may disclose PHI to a Business Associate and allow the Business Associate to create or receive PHI on its behalf. However, prior to doing so, the Employer must first obtain assurances from the Business Associate that it will appropriately safeguard the information. This assurance is in the form of a Business Associate Contract.

755.8 DISCLOSURES

No Disclosure of PHI for Non-Health GHP Purposes. PHI may not be used or disclosed for any purpose except as defined and limited in this Policy. PHI may not be used or disclosed for the payment or operations of “non-health” benefits (e.g., disability, worker’s compensation, life insurance, etc.), unless the Participant has provided an authorization.

IMPORTANT NOTE: All transmissions of PHI are sent or received in a secure environment. The level of security will depend on the nature of the data. Enrollment and Disenrollment data that includes Social Security Numbers will be encrypted, sent in a secure email environment where available. Enrollment and disenrollment data that does not include Social Security Numbers is password protected where the password is sent under a separate cover.

Disclosure can be made to anyone designated as a personal representative, or attorney-in-fact by the Participant. The Participant must provide a written notice/authorization and supporting documents such as a power of attorney. The Employer will not disclose information to a personal representative if there is a reasonable belief that the Employee has been, or may be, subjected to domestic violence, abuse, or neglect by such person; or treating such person as a personal representative could endanger the Participant.

Complying With the “Minimum Necessary” Standard. PHI disclosures are limited to the “minimum necessary” data to accomplish the purpose for the disclosure. The “minimum necessary” standard does not apply to the following:

- uses or disclosures made to the Participant upon request;
- uses or disclosures made pursuant to a valid authorization; or,
- disclosures required by law or regulation made pursuant to a valid subpoena or

request from a governmental entity.

Minimum Necessary is further defined for enrollment purposes as the name, GHP elections, effective and termination of coverage dates, demographics required to identify the individual, and balance data for account balance purposes.

1. **Routine Disclosures.** Routine disclosures insurers, Third Party Administrator, and Service Providers for the purpose of GHP administration can be made without prior participant authorization. The transmissions will comply with the Minimum Necessary Rule and be limited to enrollment/disenrollment data and monetary account balance information for the purpose of making enrollment changes.
2. **Disclosures of Summary Health Information.** Summary health information may be disclosed without prior participant authorization. This information does not provide a reasonable basis to believe that it can be used to identify an individual. Summary health information must have the following 18 identifiers redacted:
 - names;
 - geographic subdivisions smaller than a state, aggregated to the level of a five-digit ZIP code;
 - dates (except year) directly related to an individual, including birth date, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age (ages and elements may be aggregated into a single category of age 90 or older);
 - telephone numbers;
 - fax numbers;
 - e-mail addresses;
 - Social Security numbers;
 - medical record numbers;
 - GHP beneficiary numbers;
 - account numbers;
 - certificate/license numbers;
 - vehicle identifiers and serial numbers, including license plate numbers;
 - device identifiers and serial numbers;
 - Web Universal Resource Locators (URLs);
 - Internet Protocol (IP) addresses;
 - biometric identifiers, including finger and voice prints;
 - full face photographic images and any comparable images; and
 - any other unique identifying number, characteristic. Disclosures of summary health information must be pre-approved by the Privacy Officer.
3. **Plan Certification.** In order for the insurer, Third Party Administrator or Service Provider to release any PHI to the Employer other than the minimum necessary information defined above, the Employer must certify that their Plan Documents have been amended to comply with the Privacy Rule and that they agree to comply. This is typically when the TPA or Service Provider are not under contract to resolve appeals and send detailed medical information to your office for consideration. The Employer must certify to:
 - Not to use or further disclose protected health information ("PHI") other than as

permitted or required by this Plan Document, or as required by law,

- Ensure that any subcontractors or Business Associates agree to the same restrictions,
- Not use or disclose PHI for employment related actions,
- Report to the GHP any use or disclosure that is inconsistent with this Plan Document or the federal Privacy Rule,
- Make the PHI information accessible to the Participants,
- Allow Participants to amend their PHI,
- Provide an accounting of its disclosures of PHI as required by the Privacy Rule,
- Make its practices available to the Secretary for determining compliance,
- Return and destroy all PHI when no longer needed, if feasible, and
- Establish adequate firewalls.

4. Disclosures to Federal Regulators. The Employer is required to make disclosures at the request of the Secretary of Health and Human Services, or its designee, for purposes of enforcement of the Privacy Rule. These disclosures are made without Participant authorization.
5. Disclosures Pursuant to an Authorization. PHI may be disclosed by Participant authorization to the Participant or as directed by the Participant. Any issue related to a disclosure and the well-being of the Participant, or another person named in the PHI, should be brought to the Privacy Officer prior to making the disclosure. All uses and disclosures made pursuant to a signed authorization must be consistent with the terms and conditions of the authorization.

An Authorization is a separate form, have a note that it can be revoked at any time, identify the person who is the subject of the PHI, identify the person(s) that can receive the PHI, the purpose of the request, have an expiration date, and a statement that the GHP will not condition claims payment on the signing of the authorization.

755.9 UNAUTHORIZED DISCLOSURE INCIDENT RESPONSE POLICY (NON BREACH)

1. Scope And Purpose

This Unauthorized Disclosure Incident Response Policy describes actions taken regarding an unauthorized disclosure of PHI, a disclosure that does not otherwise comply with the Disclosure Section of this Policy provided above, either by an Employee of the Employer or Business Associate. Participant, Media and HHS notices not required unless it is determined that the disclosure constitutes a Breach as determined below.

2. Reporting To Privacy Officer

All such unauthorized disclosures will be reported as soon as reasonably possible to the Privacy Officer. Each Employee reporting an unauthorized disclosure will also report the event to their Director/Manager.

3. Mitigation

The Privacy Officer will mitigate, to the extent possible, any harmful effects for an unauthorized disclosure. The Privacy Officer will inquire that the unauthorized recipient of the PHI confirms that they have immediately destroyed the data without further disclosure. Email or other confirmation

will be retained as part of the Incident Documentation. Mitigation may include additional options as determined by the Privacy Officer such as ID Theft monitoring services.

755.10 BREACH DETERMINATION

A "Breach" under the HITECH Act is an unauthorized transmission of unsecure PHI. The Privacy Officer will review the facts and circumstances to make the Breach determination. This will include a two-step analysis as described below:

1. Step One:

Determine whether the three exclusions below apply. The following unauthorized disclosures are not a Breach:

- Any unintentional acquisition, access, or use of PHI, if it was made in good faith and within the scope of authority and does not result in further use or disclosure.
- Any inadvertent disclosure to a person authorized to access PHI at the same covered entity or business associate, or organized health care arrangement in which the covered entity participates, and the information received as a result of such disclosure is not further used or disclosed
- A disclosure of PHI where a covered entity or business associate has a good faith belief that
- an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.

2. Step Two:

If an unauthorized disclosure does not fit one of the exclusions above, then the unauthorized disclosure is presumed to be a Breach unless it can be demonstrated that there is a low probability that the PHI has been compromised based on a risk assessment of at least the following factors:

- The nature and extent of the PHI involved, including the types of identifiers and the likelihood of re-identification;
- The unauthorized person who used the PHI or to whom the disclosure was made;
- Whether the PHI was actually acquired or viewed; and
- The extent to which the risk to the PHI has been mitigated.

755.11 BREACH NOTICES

1. When the Privacy Officer determines that an unauthorized disclosure of PHI is a Breach then notices have to must be sent to the Participants whose PHI was compromised. The Notice will include the facts related to the disclosure, and mitigation that has been completed.
2. Non-Breach Notices.
When the Privacy Officer determines that the unauthorized disclosure is not a Breach there is no notice sent to the Participants.

3. Breach Notices. When the Privacy Officer determines that the unauthorized disclosure is a Breach, a notice will be provided to the Participants without undue delay and in no case longer than 60 days. A Breach shall be treated as discovered as of the first day on which such Breach is known, or, by exercising reasonable diligence would have been known. Knowledge of a Breach exists when the Breach is known, or by exercising reasonable diligence would have been known, to any person, other than the person committing the Breach, who is a workforce member or agent.

The Privacy Officer will communicate the facts and circumstances that caused the Breach, the mitigation effort and response, the number of participants that were affected and the data that was disclosed. The notice will include:

- Description Event
- Date of Event (if known)
- Date of the Discovery
- Number of individuals affected
- The types of unsecured PHI that were involved (such as the name, Social Security Number, date of birth, home address, account number or disability code of the affected individuals)
- Description of the steps Business Associate has taking to investigate, mitigate losses related to and protect against any further disclosures or Breaches
- Contact information for affected individuals to ask questions or learn additional information: (such as the name and title, address, e-mail address, telephone number)

4. Documentation.

The Privacy Officer will maintain a file of each unauthorized disclosure that is made that is not in compliance with this Privacy Policy as soon as there is an awareness of the disclosure. The record will contain a description of the PHI disclosed, to whom it was disclosed, when the Participant was notified of the disclosure, an explanation of any action taken to mitigate the damages that the disclosure created, and a description of any action that was taken regarding the error.

5. Notice to the Media and Federal Regulators

Notice is required to be provided to prominent media outlets serving a state or jurisdiction following the discovery of a Breach if unsecured PHI of more than 500 residents of such state or jurisdiction is, or is reasonably believed to have been, accessed, acquired, or disclosed during such Breach.

For Breaches involving 500 or more individuals, notice will be sent to the Department of Health and Human Services (HHS) on line concurrently with the notification sent to Participant. For Breaches involving fewer than 500 individuals, covered entities are required to submit information annually to HHS for Breaches occurring during the preceding year. Submission of this information is required no later than 60 days after the end of the calendar year in which the Breach is discovered (not in which the Breach occurred). The internal log or other documentation is maintained for 7 years.

All Breaches effecting under 500 persons are documented and submitted annually to HHS. Submission of this information is required no later than 60 days after the end of the calendar year in which the Breach is discovered (not in which the Breach occurred). The annual report can be submitted electronically, instructions are available at the following address:

755.12 SECURITY INCIDENT RESPONSE PLAN AND PROCEDURES

This Incident Response Procedure is in place to ensure incidents related to the areas and systems that maintain PHI are detected, responded to appropriately and action is taken to prevent future incidents.

Some examples of security incidents that an employee might recognize in their day to day activities include, but are not limited to:

- Theft, damage, or unauthorized access (e.g., unauthorized logins, papers missing from their desk, broken locks, missing log files, alert from a security guard, video evidence of a break-in or unscheduled/unauthorized physical entry)
- Fraud (e.g., inaccurate information within databases, logs, files or paper records)
- Abnormal system behavior (e.g., unscheduled system reboot, unexpected messages, abnormal errors in system log files or on terminals)
- Security event notifications (e.g., file integrity alerts, intrusion detection alarms, and physical security alarms)

All employees, regardless of job responsibilities, should be aware of the potential incident identifiers and who to notify in these situations. In all cases, every employee should report incidents per the instructions under Incident Reporting, unless they are assigned other activities within the incident response plan.

755.13 HARD COPY STORAGE REQUIREMENTS

Hard copy materials containing PHI (e.g., paper receipts, paper reports, faxes, etc.) are subject to the following storage guidelines:

- At no time are printed reports containing PHI to be removed from the secure office environment.
- All hardcopy material containing PHI should be clearly labeled as such.
- All hardcopy media which contains PHI must be stored in a secure and locked container (e.g. locker, cabinet, desk, storage bin). PHI is never to be stored in unlocked or unsecured containers or open workspaces.
- All PHI, when no longer needed for legal, regulatory or business requirements must be disposed of in hardcopy shred bins. All hardcopy shred bins must remain locked at all times (until shredding).

755.14 WORKSTATION PROTECTION

When an Employee who has access to PHI at their work station leaves the work station, for any duration of time, the Employee is responsible for removing all PHI from their desk and placing it in a locked secure area. Should a user forget to do one of the above aforementioned; the workstation is set up to automatically hibernate, turn off hard drives and require a password upon return.

Passwords are changed every 90 days. This password is comprised of 8 alpha-numeric characters, both upper and lower case letters, and numbers. If an employee believes their password has been

compromised, they must immediately report to the Privacy Officer to have a new password generated.

Absolutely no PHI can be left at a work station or in an open area after closing. Each Employee will apply this policy as if the office was completely closed at the end of the shift. At the close of business each day, all employees are required to lock all PHI in assigned cabinets. Group printers must be checked before a Participant leaves for the day to ensure no PHI remains at the printing station. All mailboxes must also be checked each evening before leaving. All storage, file cabinets and doors are to be locked at all times, unless in direct use. Workstations are restricted from any unauthorized use by visitors. Workstations that could be accessible by office visitors must have privacy filters on all monitors and be locked at all times when not in use.

755.15 LAPTOP USE AND SECURITY

Employees are not permitted to have PHI on their Laptops unless it is for a limited purpose and is coordinated by the Privacy Officer. After the limited purpose has been completed the PHI should be deleted from the Laptop, to the extent possible. Laptops that contain PHI are to be password protected, locked when out of the office or at a location where a third party may gain access including their home, or any offsite location. In the event a laptop containing PHI is lost or stolen, the employee must immediately notify the Privacy Officer who will perform a risk assessment.

Passwords are changed every 90 days. This password is comprised of 8 alpha-numeric characters, both upper and lower case letters, and numbers. If an employee believes their password has been compromised, they must immediately report to the Privacy Officer to have a new password generated.

755.16 ELECTRONIC DATA RETENTION AND STORAGE REQUIREMENTS – WRITABLE MEDIA

Minimal PHI can be stored in an electronic manner. This is limited to the Enrollment Data defined above as a Designated Record Set. No medical documentation received for GHP Administration should be stored electronically, example medical claims for an appeal sent to the Privacy Officer by a Business Associate who is not contracted to make final appeal determinations.

Electronic media containing PHI (e.g., CD, DVD, floppy disk, hard disk, tape, etc.) are subject to the Security Rule. At no time is electronic PHI to be removed from the secure office environment with the exception of computer system backups or as allowed under this Policy. PHI will be physically retained, stored or archived only within secure office environment, and only for the minimum time deemed necessary for their use. Any download of PHI that includes the employees Social Security Number has to must be completed with the knowledge of the Privacy Officer for the purpose of GHP administration. Any violation of this Policy can be subject to discipline, including termination of employment depending on the purpose of the files.

755.17 PHI DESTRUCTION REQUIREMENTS

All PHI no longer needed for GHP Administration must be destroyed. It is recommended Bonner County will retain copies of the PHI obtained for 7 years in a secure environment.

Before any electronic device that received, transmitted or stored PHI can be sent to a vendor for trade-in,

servicing or disposal, all PHI will be destroyed or removed and rendered unrecoverable. Removable computer storage media such as floppy, optical disks or magnetic tapes may not be donated to charity or otherwise recycled.

Physical copies of PHI must be destroyed, shredding is the typical course. Outsourced destruction of PHI may be by a bonded Disposal Vendor that provides a "Certificate of Destruction". Other documented approaches can be used if they show the physical destruction of the data.

755.18 ACCESS MANAGEMENT AND CONTROL POLICY

Access to PHI is limited to Employees who have completed HIPAA Privacy training. It is the purpose of this policy to identify access points and address appropriate usage of PHI. This Policy addresses physical access for Employees, vendors and visitors. This Policy also covers appropriate usage/access to external media. By restricting access the likelihood of a HIPAA Breach by malicious or non-malicious acts is reduced.

An Employee's access to PHI shall be determined by the Privacy Officer and authorized according to business needs. User access to computer resources shall be provided only when necessary to perform tasks related to business.

755.19 FIREWALL

The Employer has established appropriate administrative, technical, and physical safeguards to prevent PHI from intentionally or unintentionally being used or disclosed in violation of HIPAA's requirements. The Firewalls ensure only authorized Employees have access to PHI. The Firewall separates the PHI so that it is not used for any purpose other than GHP administration and access is only for the minimum necessary for the GHP function(s) performed. By following the secure process outlined in this Policy the PHI received will not be shared with any Employee who is not trained on HIPAA who has a GHP purpose for access.

The Employer prohibits the use of PHI for any employment related purpose such as, but not limited to unemployment hearings, promotions, or any evaluation for benefits under another employer sponsored plan such as disability coverage.

Only Employees who are trained on this Policy and have a business purpose related to a GHP function can have access to PHI, and only the data that is necessary to complete that function.

755.20 VISITORS

Physical access to any area where PHI, electronic or otherwise, is maintained will be under strict supervision. Visitors must be accompanied by an Employee while in the area where PHI is maintained. Employees who accompany Visitors must be sure that the areas that they visit are void of PHI. Prior announcements to areas that typically deal with PHI may be needed to ensure that PHI is not exposed to Visitors.

755.21 AUTOMATIC AMENDMENTS

Any term or item in this Privacy Policy will automatically be amended to comply with changes in the federal laws and regulations. This Privacy Policy will be updated once yearly with the goal of bringing it back into compliance.

DRAFT

PLAN SPONSOR'S CERTIFICATION
TO RECEIVE PROTECTED HEALTH INFORMATION (PHI)

Plan Sponsor hereby certifies that the Group Health Plan Document has been amended to incorporate the terms required by the federal Privacy Rule, and that the Plan Sponsor agrees to comply with those provisions. Specifically, the Plan Sponsor certifies that it will:

- 1) Not use or further disclose protected health information ("PHI") other than as permitted or required by the plan documents, or as required by law,
- 2) ensure that any subcontractors or agents to whom the Plan Sponsor provides PHI agree to the same restrictions,
- 3) not use or disclose PHI for employment related actions,
- 4) report to the health plan any use or disclosure that is inconsistent with the plan document or the federal Privacy Rule,
- 5) make the PHI information accessible to the Participants,
- 6) allow Participants to amend their PHI,
- 7) provide an accounting of its disclosures of PHI as required by the Privacy Rule,
- 8) make its practices available to the Secretary for determining compliance,
- 9) return and destroy all PHI when no longer needed, if feasible, and 10) adequate firewalls have been established

Plan Sponsor: _____
Signature: _____
Printed Name: _____
Title: _____
Date: _____

BONNER COUNTY

HIPAA AND HITECH PRIVACY AND SECURITY POLICY

UPDATED DATE: 10/1/2025

1.0 PURPOSE

The purpose of this Policy is to:

- 1.1 Outline and document the HIPAA and HITECH compliance processes for internal and external use.
- 1.2 Provide a reference manual for internal compliance and training.

2.0 SCOPE

This Policy represents the efforts performed to ensure compliance with HIPAA as amended and the HITECH Act. All employees who have access to PHI must be trained in and comply with this Policy.

Group Health Plan (GHP) means an employer sponsored arrangement that includes indemnity and self-funded health plans that offer; medical benefits including HMO coverage, long term care plans, dental, vision, flexible spending accounts (FSA), health reimbursement accounts (HRA), and other plans that may provide or pay for medical care such as some EAP plans and wellness plans.

Protected Health Information (PHI) means information that is created or received for the purpose of GHP administration including:

- Information that relates to the past, present, or future physical or mental health or condition of a Participant; and,
- The provision of health care to a Participant; or the past, present, or future payment for the provision of health care to a Participant; and that identifies the Participant.

The HIPAA Privacy Rule to Support Reproductive Health Care Privacy means privacy protections for protected health information involving Reproductive Health Care.

- Establishes a ban on the use or disclosure of PHI by a HIPAA covered entity or their Business Associates for any of the following:
 - Criminal, civil, or administrative investigations into any person for the mere act of seeking, obtaining, providing, or facilitating reproductive healthcare.
 - Imposing criminal, civil, or administrative liability on any person for the mere act of seeking, obtaining, providing, or facilitating reproductive healthcare.
 - Identifying any person for any purpose described above.

The test is whether there is a reasonable basis to believe the information can be used to identify the Participant. PHI includes information of persons living or deceased. Even GHP enrollment data for the purpose of setting up tax advantaged accounts or processing continuation services is considered PHI.

3.0 GENERAL POLICIES

- 3.1 No Waiver of Privacy Rights. No Participant will be required to waive his or her privacy rights under the Privacy Rule as a condition of treatment, payment, enrollment or eligibility in any employer sponsored GHP. Privacy rights waivers are not enforceable and will not be accepted.
- 3.2 Privacy/Security Officer and Contact Person. This Officer will be responsible for the development and implementation of policies and procedures relating to privacy and security, including but not limited to this Privacy Policy. This Officer or their designee will also serve as the contact person for Participants who have questions, concerns, or any complaints regarding PHI.

- 3.3 Workforce Training. All employees who have access to PHI will be trained on these policies and procedures. Training sessions will be held to achieve the goal that all employees be trained within 30 days of the date of first access to PHI. Each employee will be required to acknowledge that they have been trained on and will comply with this Privacy and Security Policy.
- 3.4 Sanctions for Violations of Privacy Policy. Sanctions for using or disclosing PHI in violation of this Policy will be imposed in accordance with applicable discipline policy, up to and including termination.
- 3.5 Prohibition On Sale Of PHI. There is no selling PHI in any manner for any purpose, including the sale or exchange of PHI for any form of trade or compensation. All Employees are strictly prohibited from arranging for or providing any PHI for sale, for any purpose whatsoever.

4.0 DESIGNATED RECORD SETS

There are two categories of PHI created, obtained and maintained for GHP administration. This PHI is defined as the Designated Record Set for the purposes of this Policy.

- 4.1 Enrollment and disenrollment data including Participant elections and demographics for administering employer sponsored GHPs.
- 4.2 Limited claims information submitted by a Participant or obtained from other sources for the purposes of adjudicating an appeal from an adverse benefit determination made by the insurer, Third Party Administrator, or Service Provider.

5.0 PARTICIPANT RIGHTS UNDER HIPAA AND HITECH

The Privacy Officer will respond to participant requests as follows. The Privacy Officer can charge a reasonable fee for providing this assistance:

- 5.1 Right to Inspect And Copy PHI. Within thirty (30) days of receiving a written request from the Participant, the Privacy Officer will make PHI maintained in the Designated Record Set available to the Participant, in a reasonable time and manner. A reasonable fee for the costs of copying, mailing, or other supplies associated with the request will be charged. The request may be denied in certain limited circumstances related to the well-being of the Participant. If you are denied access to your medical information, you may request that the denial be reviewed by submitting a written request to the Privacy Officer identified below.
- 5.2 Amendment of PHI. The Privacy Officer will make reasonable amendments to PHI when the PHI is created or maintained by the GHP or a Service Provider that is not itself considered a Covered Entity. The Privacy Officer will communicate any approval or denial of an amendment of PHI maintained by the Privacy Officer or a Service Provider to the Participant. An example of an unreasonable request would be for the Privacy Officer to alter a medical record received; the Participant would be advised to ask the medical provider who created the record for such amendment.
- 5.3 Accounting of Disclosures. The Privacy Officer will make available to the Participant the information required to provide an accounting of disclosures. The Privacy Officer will prepare and deliver any such accounting requested. The accounting will not include:
- disclosures for purposes of treatment, payment, or health care operations;
 - disclosures made to a Participant;
 - disclosures made pursuant to a Participant's authorization;
 - disclosures made to friends or family in a Participant's presence or because of an emergency;
 - disclosures for national security purposes; and
 - disclosures incidental to otherwise permissible disclosures.

To request this list or accounting of disclosures, the Participant must submit a request in writing to the Privacy Officer. A Participant's request must state the time period the accounting covers, which may not be longer than six years before the date of the request. A Participant's request should indicate in what form a Participant wants the list (for example, paper or electronic). The first list a Participant requests within a 12-month period will be provided free of charge. For additional lists, the Employer may charge a Participant for the costs of providing the list. The Privacy Officer will notify a Participant of the cost involved and a Participant may choose to withdraw or modify the request at that time before any costs are incurred.

- 5.4 **The Right To Restrict The Use And Request Confidential Communications.** A Participant has the right to request a restriction of uses and disclosures of their PHI. A Participant also has the right to restrict communication of their PHI if the Participant informs the Privacy Officer that communicating the information may endanger the Participant. Requests will be deemed unreasonable if they limit the access and use that is necessary for GHP administration.

If the Privacy Officer agrees to the request for a restriction, the Privacy Officer will not use or disclose the PHI in violation of the restriction, except when needed for emergency treatment, at the written request of the Participant (by authorization), or when the use or disclosure is required by law and the use or disclosure complies with and is limited to the relevant requirements of such law.

The Privacy Officer may terminate its agreement to a restriction, if the Participant agrees to or requests the termination in writing; or, the Privacy Officer informs the Participant that it is terminating its agreement to a restriction. The termination is only effective with respect to PHI created or received after the Participant is informed.

- 5.5 **Requests for Alternative Communication Means or Locations.** Participants may request to receive communications regarding their PHI by alternative means or at alternative locations. For example, Participants may ask to be called only at work rather than at home. These requests will be honored if, in the sole discretion of the Privacy Officer, the requests are reasonable. However, the Privacy Officer will accommodate such a request if the Participant clearly provides information that the disclosure of all or part of that information could endanger the Participant. All such requests should be forwarded to the Privacy Officer when received.

- 5.6 **Right to receive a HIPAA Privacy Notice.** That provides a clear, user friendly explanation:

- the uses and disclosures of PHI
- the individual's HIPAA rights, and
- the GHPs legal duties with respect to the PHI.

The Employer is charged with providing a notice on the PHI that will be obtained for GHP administrative purposes and how the PHI will be used.

- an Employer must make its notice available to any person who asks for it,
- on an ongoing basis at the time of enrollment, and
- an Employer must prominently post and make available its notice on any web site it maintains that provides information about its customer services or benefits.

There is Employer discretion regarding how to deliver the Notice. Special or separate mailings are not required. The Notice may be included with other written materials that are mailed to the Participants, or included with an SPD or with enrollment materials.

The Notice can be provided by email, if the recipient has agreed to receive an electronic notice and that agreement has not been withdrawn. If it is discovered that the email transmission has failed, the Notice must be provided by a paper copy. Additional materials may be included in the email.

6.0 COMPLAINT PROCEDURES

- 6.1 Complaints. A Participant can file a complaint regarding the Privacy Rule or any matter described in this Privacy Policy with the Privacy Officer by sending a written description of the facts and circumstances and the acts that are the subject of the complaint to:

Attn: Privacy Officer
BONNER COUNTY
1500 Highway 2
Sandpoint, ID 83864

All complaints will be forwarded to the Privacy Officer. The Privacy Officer is responsible for any response and taking necessary actions to change this complaint process or this Privacy Policy. No response from the Privacy Officer is required. A copy of this complaint procedure will be provided to the Participant.

No Employer will intimidate, threaten, coerce, discriminate against, or take other retaliatory action against Participants for exercising their rights, filing a complaint, participating in an investigation, or opposing any improper practice under the Privacy Policy or the federal Privacy Rule.

- 6.2 Complaints made to the Secretary. A Participant may file a complaint to the Secretary of Health and Human Services. The Employer will cooperate with an investigation by permitting access to information requested by the investigator.

A complaint to the Secretary must be made in writing, must name the entity against whom the complaint is lodged, must describe the wrongful acts or omissions and must be filed within 180 days of the time that the Participant became aware of, or should have become aware of the violation. Complaints may include violations of the Privacy Policy and Security Policy.

The U.S. Department of Health and Human Services
Privacy Rule Complaint
200 Independence Avenue, S.W.
Washington, D.C. 20201
Telephone: 202-619-0257, Toll Free: 1-877-696-6775

7.0 DOCUMENTATION

The Privacy Officer will ensure that privacy files are maintained for a period of 6 years from the date of the event as described below, or when appropriate for 6 years after the end of the Plan Year in which the document was created. The Plan Sponsor will destroy PHI that is 7 years old on a calendar basis to meet the various requirements.

- 7.1 Training. A copy of training materials used and the Employee's acknowledgement that the Employee was trained on this Policy, and they acknowledged they would comply with this Policy.
- 7.2 Disclosures. Including documentation of authorizations and authorized disclosures. The Privacy Officer will not document disclosures of Summary Health Information as defined above, or routine disclosures of minimum necessary data to a Business Associate.

- 7.3 Complaints. Any complaint made regarding this Policy, any response, and actions taken to resolve the complaint, if any.
- 7.4 Inadvertent disclosure of PHI. The Privacy Officer will document any unauthorized disclosure of PHI. All incidents need to be reviewed by the Privacy Officer to determine whether this constitutes a Breach of insecure PHI. Any questions should be referred to the Privacy Officer.
- 7.5 Security Incidents. See the Incident Policy below.
- 7.6 HIPAA Privacy Notice Distribution. A copy of the Notice distributed with documentation of the method used. The documentation should specifically show who received the notice. Examples: mailed notices can be shown by retaining a copy of the addressed postmarked envelope, email notices can be shown by retaining a copy of the email with attachments, notices provided with the SPD will be shown by your efforts to document the SPD delivery.
- 7.7 Requests for Participant Rights. Written requests for HIPAA rights, the written response if any, and the resolution of the request are documented.
- 7.8 Plan Document Amendment. Retain a copy of the Plan Document Amendment including future updates needed.

8.0 BUSINESS ASSOCIATES

- 8.1 Business Associates. A Business Associate is an entity or person who: 1) Performs or assists in performing a GHP function or activity involving the use and disclosure of PHI (including claims processing or administration, data analysis, underwriting, etc.); or 2) Provides legal, accounting, actuarial, consulting, data aggregation, management, accreditation, or financial services, where the performance of such services involves giving the Service Provider access to PHI. A Business Associate is required to enter an agreement with the Covered Entity that HIPAA compliance is in force. Business Associates will only use and disclose protected health information consistent with this Policy.
- 8.2 Contracts With Business Associates. The Employer may disclose PHI to a Business Associate and allow the Business Associate to create or receive PHI on its behalf. However, prior to doing so, the Employer must first obtain assurances from the Business Associate that it will appropriately safeguard the information. This assurance is in the form of a Business Associate Contract.

9.0 DISCLOSURES

No Disclosure of PHI for Non-Health GHP Purposes. PHI may not be used or disclosed for any purpose except as defined and limited in this Policy. PHI may not be used or disclosed for the payment or operations of "non-health" benefits (e.g., disability, worker's compensation, life insurance, etc.), unless the Participant has provided an authorization.

IMPORTANT NOTE: All transmissions of PHI are sent or received in a secure environment. The level of security will depend on the nature of the data. Enrollment and Disenrollment data that includes Social Security Numbers will be encrypted, sent in a secure email environment where available. Enrollment and disenrollment data that does not include Social Security Numbers is password-protected where the password is sent under a separate cover.

Disclosure can be made to anyone designated as a personal representative, or attorney-in-fact by the Participant. The Participant must provide a written notice/authorization and supporting documents such as a power of attorney. The Employer will not disclose information to a personal representative if there is a reasonable belief that the Employee has been, or may be, subjected to domestic violence, abuse, or neglect by such person; or treating such person as a personal representative could endanger the Participant.

Complying With the "Minimum Necessary" Standard. PHI disclosures are limited to the "minimum necessary" data to accomplish the purpose for the disclosure. The "minimum necessary" standard does not apply to the following:

- uses or disclosures made to the Participant upon request;
- uses or disclosures made pursuant to a valid authorization; or,
- disclosures required by law or regulation made pursuant to a valid subpoena or request from a governmental entity.

Minimum Necessary is further defined for enrollment purposes as the name, GHP elections, effective and termination of coverage dates, demographics required to identify the individual, and balance data for account balance purposes.

9.1 Routine Disclosures. Routine disclosures insurers, Third Party Administrators, and Service Providers for the purpose of GHP administration can be made without prior participant authorization. The transmissions will comply with the Minimum Necessary Rule and be limited to enrollment/disenrollment data and monetary account balance information for the purpose of making enrollment changes.

9.2 Disclosures of Summary Health Information. Summary health information may be disclosed without prior participant authorization. This information does not provide a reasonable basis to believe that it can be used to identify an individual. Summary health information must have the following 18 identifiers redacted:

- names;
- geographic subdivisions smaller than a state, aggregated to the level of a five digit ZIP code;
- dates (except year) directly related to an individual, including birth date, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age (ages and elements may be aggregated into a single category of age 90 or older);
- telephone numbers;
- fax numbers;
- e-mail addresses;
- Social Security numbers;
- medical record numbers;
- GHP beneficiary numbers;

- account numbers;
- certificate/license numbers;
- vehicle identifiers and serial numbers, including license plate numbers;
- device identifiers and serial numbers;
- Web Universal Resource Locators (URLs);
- Internet Protocol (IP) addresses;
- biometric identifiers, including finger and voice prints;
- full face photographic images and any comparable images; and
- any other unique identifying number or characteristic. Disclosures of summary health information must be pre-approved by the Privacy Officer.

9.3 **Plan Certification.** In order for the insurer, Third Party Administrator or Service Provider to release any PHI to the Employer other than the minimum necessary information defined above, the Employer must certify that their Plan Documents have been amended to comply with the Privacy Rule and that they agree to comply. This is typically when the TPA or Service Provider are not under contract to resolve appeals and send detailed medical information to your office for consideration.

The Employer must certify to:

- Not use or further disclose protected health information ("PHI") other than as permitted or required by this Plan Document, or as required by law;
- Ensure that any subcontractors or Business Associates agree to the same restrictions;
- Not use or disclose PHI for employment related actions,
- Report to the GHP any use or disclosure that is inconsistent with this Plan Document or the federal Privacy Rule;
- Make the PHI information accessible to the Participants;
- Allow Participants to amend their PHI;
- Provide an accounting of its disclosures of PHI as required by the Privacy Rule;
- Make its practices available to the Secretary for determining compliance;
- Return and destroy all PHI when no longer needed, if feasible; and
- Establish adequate firewalls.

9.4 **Disclosures to Federal Regulators.** The Employer is required to make disclosures at the request of the Secretary of Health and Human Services, or its designee, for purposes of enforcement of the Privacy Rule. These disclosures are made without Participant authorization.

9.5 **Disclosures Pursuant to an Authorization.** PHI may be disclosed by Participant authorization to the Participant or as directed by the Participant. Any issue related to a disclosure and the well-being of the Participant, or another person named in the PHI, should be brought to the Privacy Officer prior to making the disclosure. All uses and disclosures made pursuant to a signed authorization must be consistent with the terms and conditions of the authorization.

An Authorization is a separate form, have a note that it can be revoked at any time, identify the person who is the subject of the PHI, identify the person(s) that can receive the PHI, the purpose of the request, have an expiration date, and a statement that the GHP will not condition claims payment on the signing of the authorization.

10.0 UNAUTHORIZED DISCLOSURE INCIDENT RESPONSE POLICY (NON BREACH)

- 10.1 **Scope And Purpose.** This Unauthorized Disclosure Incident Response Policy describes actions taken regarding an unauthorized disclosure of PHI, a disclosure that does not otherwise comply with the Disclosure Section of this Policy provided above, either by an Employee of the Employer or Business Associate. Participant, Media and HHS notices not required unless it is determined that the disclosure constitutes a Breach as determined below.
- 10.2 **Reporting To Privacy Officer.** All such unauthorized disclosures will be reported as soon as reasonably possible to the Privacy Officer. Each Employee reporting an unauthorized disclosure will also report the event to their Director/Manager.
- 10.3 **Mitigation.** The Privacy Officer will mitigate, to the extent possible, any harmful effects for an unauthorized disclosure. The Privacy Officer will inquire that the unauthorized recipient of the PHI confirms that they have immediately destroyed the data without further disclosure. Email or other confirmation will be retained as part of the Incident Documentation. Mitigation may include additional options as determined by the Privacy Officer such as ID Theft monitoring services.

11.0 BREACH DETERMINATION

A "Breach" under the HITECH Act is an unauthorized transmission of unsecure PHI. The Privacy Officer will review the facts and circumstances to make the Breach determination. This will include a two-step analysis as described below:

11.1 **Step One:**

Determine whether the three exclusions below apply. The following unauthorized disclosures are **not** a Breach:

- Any unintentional acquisition, access, or use of PHI, if it was made in good faith and within the scope of authority and does not result in further use or disclosure.
- Any inadvertent disclosure to a person authorized to access PHI at the same covered entity or business associate, or organized health care arrangement in which the covered entity participates, and the information received as a result of such disclosure is not further used or disclosed.
- A disclosure of PHI where a covered entity or business associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.

11.2 **Step Two:**

If an unauthorized disclosure does NOT fit one of the exclusions above, then the unauthorized disclosure is presumed to be a Breach unless it can be demonstrated that there is a low probability that the PHI has been compromised based on a risk assessment of at least the following factors:

- The nature and extent of the PHI involved, including the types of identifiers and the likelihood of re-identification;
- The unauthorized person who used the PHI or to whom the disclosure was made;
- Whether the PHI was actually acquired or viewed; and
- The extent to which the risk to the PHI has been mitigated.

12.0 BREACH NOTICES

12.1 When the Privacy Officer determines that an unauthorized disclosure of PHI is a Breach then notices must be sent to the Participants whose PHI was compromised. The Notice will include the facts related to the disclosure mitigation that has been completed.

12.2 Non-Breach Notices. When the Privacy Officer determines that the unauthorized disclosure is not a Breach, there is no notice sent to the Participants.

12.3 Breach Notices. When the Privacy Officer determines that the unauthorized disclosure is a Breach, a notice will be provided to the Participants without undue delay and in no case longer than 60 days. A Breach shall be treated as discovered as of the first day on which such Breach is known, or, by exercising reasonable diligence would have been known. Knowledge of a Breach exists when the Breach is known, or by exercising reasonable diligence would have been known, to any person, other than the person committing the Breach, who is a workforce member or agent.

The Privacy Officer will communicate the facts and circumstances that caused the Breach, the mitigation effort and response, the number of participants that were affected and the data that was disclosed. The notice will include:

- Description Event;
- Date of Event (if known);
- Date of the Discovery;
- Number of individuals affected;
- The types of unsecured PHI that were involved (such as the name, Social Security Number, date of birth, home address, account number or disability code of the affected individuals);
- Description of the steps the Business Associate has taken to investigate, mitigate losses related to and protect against any further disclosures or Breaches;
- Contact information for affected individuals to ask questions or learn additional information (such as the name and title, address, email address and telephone number).

12.4 Documentation. The Privacy Officer will maintain a file of each unauthorized disclosure that is made that is not in compliance with this Privacy Policy as soon as there is an awareness of the disclosure. The record will contain a description of the PHI disclosed, to whom it was disclosed, when the Participant was notified of the disclosure, an explanation of any action taken to mitigate the damages that the disclosure created, and a description of any action that was taken regarding the error.

12.5 Notice to the Media and Federal Regulators. Notice is required to be provided to prominent media outlets serving a state or jurisdiction following the discovery of a Breach if unsecured PHI of more than 500 residents of such state or jurisdiction is, or is reasonably believed to have been, accessed, acquired, or disclosed during such Breach.

For Breaches involving 500 or more individuals, notice will be sent to the Department of Health and Human Services (HHS) online concurrently with the notification sent to the Participant. For Breaches involving fewer than 500 individuals, covered entities are required to submit information annually to HHS for Breaches occurring during the preceding year. Submission of this information is required no later than 60 days after the end of the calendar year in which the Breach is discovered (not in which the Breach occurred). The internal log or other documentation is maintained for 7 years.

All Breaches effecting under 500 persons are documented and submitted annually to HHS. Submission of this information is required no later than 60 days after the end of the calendar year in which the Breach is discovered (not in which the Breach occurred). The annual report can be submitted electronically, instructions are available at the following address:

<http://www.hhs.gov/ocr/privacy/hipaa/administrative/breachnotificationrule/brinstruction.html>

13.0 SECURITY INCIDENT RESPONSE PLAN AND PROCEDURES

This Incident Response Procedure is in place to ensure incidents related to the areas and systems that maintain PHI are detected, responded to appropriately and action is taken to prevent future incidents.

Some examples of security incidents that an employee might recognize in their day-to-day activities include, but are not limited to:

- Theft, damage, or unauthorized access (e.g., unauthorized logins, papers missing from their desk, broken locks, missing log files, alert from a security guard, video evidence of a break-in or unscheduled/unauthorized physical entry).
- Fraud (e.g., inaccurate information within databases, logs, files or paper records).
- Abnormal system behavior (e.g., unscheduled system reboot, unexpected messages, abnormal errors in system log files or on terminals).
- Security event notifications (e.g., file integrity alerts, intrusion detection alarms, and physical security alarms).

All employees, regardless of job responsibilities, should be aware of the potential incident identifiers and who to notify in these situations. In all cases, every employee should report incidents per the instructions under Incident Reporting, unless they are assigned other activities within the Incident Response Plan.

14.0 HARD COPY STORAGE REQUIREMENTS

Hard copy materials containing PHI (e.g., paper receipts, paper reports, faxes) are subject to the following storage guidelines:

- At no time are printed reports containing PHI to be removed from the secure office environment.
- All hardcopy material containing PHI should be clearly labeled as such.
- All hardcopy media which contains PHI must be stored in a secure and locked container (e.g., locker, cabinet, desk, storage bin). PHI is never to be stored in unlocked or unsecured containers or open workspaces.
- All PHI, when no longer needed for legal, regulatory or business requirements, must be disposed of in hardcopy shred bins. All hardcopy shred bins must remain locked at all times until shredding.

15.0 WORKSTATION PROTECTION

When an Employee who has access to PHI at their workstation leaves the workstation, for any duration of time, the Employee is responsible for removing all PHI from their desk and placing it in a locked secure area. Should a user forget to do one of the above aforementioned; the workstation is set up to automatically hibernate, turn off hard drives and require a password upon return.

Passwords are changed every 90 days. This password is comprised of 8 alpha-numeric characters, both upper and lower case letters, and numbers. If an employee believes their password has been compromised, they must immediately report to the Privacy Officer to have a new password generated.

Absolutely no PHI can be left at a workstation or in an open area after closing. Each Employee will apply this policy as if the office was completely closed at the end of the shift. At the close of business each day, all Employees are required to lock all PHI in assigned cabinets. Group printers must be checked before a Participant leaves for the day to ensure no PHI remains at the printing station. All mailboxes must also be checked each evening before leaving. All storage, file cabinets and doors are to be locked at all times, unless in direct use. Workstations are restricted from any unauthorized use by visitors. Workstations that could be accessible by office visitors must have privacy filters on all monitors and be locked at all times when not in use.

16.0 LAPTOP USE AND SECURITY

Employees are not permitted to have PHI on their laptops unless it is for a limited purpose and is coordinated by the Privacy Officer. After the limited purpose has been completed, the PHI should be deleted from the laptop, to the extent possible. Laptops that contain PHI are to be password protected, locked when out of the office or at a location where a third party may gain access including their home, or any offsite location. In the event a laptop containing PHI is lost or stolen, the Employee must immediately notify the Privacy Officer who will perform a risk assessment.

Passwords are changed every 90 days. This password is comprised of 8 alpha-numeric characters, both upper and lower case letters, and numbers. If an Employee believes their password has been compromised, they must immediately report to the Privacy Officer to have a new password generated.

17.0 ELECTRONIC DATA RETENTION AND STORAGE REQUIREMENTS (WRITABLE MEDIA)

Minimal PHI can be stored in an electronic manner. This is limited to the Enrollment Data defined above as a Designated Record Set. No medical documentation received for GHP Administration should be stored electronically (example - medical claims for an appeal sent to the Privacy Officer by a Business Associate who is not contracted to make final appeal determinations).

Electronic media containing PHI (e.g., CD, DVD, floppy disk, hard disk, tape) are subject to the Security Rule. At no time is electronic PHI to be removed from the secure office environment, with the exception of computer system backups or as allowed under this Policy. PHI will be physically retained, stored or archived only within a secure office environment, and only for the minimum time deemed necessary for their use. Any download of PHI that includes the Employee's Social Security Number must be completed with the knowledge of the Privacy Officer for the purpose of GHP Administration. Any violation of this Policy can be subject to discipline, including termination of employment depending on the purpose of the files.

18.0 PHI DESTRUCTION REQUIREMENTS

All PHI no longer needed for GHP Administration must be destroyed. It is recommended to retain copies of the PHI obtained for 7 years in a secure environment.

Before any electronic device that received, transmitted or stored PHI can be sent to a vendor for trade-in, servicing or disposal, all PHI will be destroyed or removed and rendered unrecoverable. Removable computer storage media such as floppy disks, optical disks or magnetic tapes may not be donated to charity or otherwise recycled.

Physical copies of PHI must be destroyed, shredding is the typical course. Outsourced destruction of PHI may be by a bonded Disposal Vendor that provides a "Certificate of Destruction". Other documented approaches can be used if they show the physical destruction of the data.

19.0 ACCESS MANAGEMENT AND CONTROL POLICY

Access to PHI is limited to Employees who have completed HIPAA Privacy training. It is the purpose of this Policy to identify access points and address appropriate usage of PHI. This Policy addresses physical access for Employees, Vendors and Visitors. This Policy also covers appropriate usage/access to external media. By restricting access, the likelihood of a HIPAA Breach by malicious or non-malicious acts is reduced.

An Employee's access to PHI shall be determined by the Privacy Officer and authorized according to business needs. User access to computer resources shall be provided only when necessary to perform tasks related to business.

20.0 FIREWALL

The Employer has established appropriate administrative, technical, and physical safeguards to prevent PHI from intentionally or unintentionally being used or disclosed in violation of HIPAA's requirements. The Firewalls ensure only authorized Employees have access to PHI. The Firewall separates the PHI so that it is not used for any purpose other than GHP Administration and access is only for the minimum necessary time for the GHP function(s) to be performed. By following the secure process outlined in this Policy, the PHI received will not be shared with any Employee who is not trained on HIPAA who has a GHP purpose for access.

The Employer prohibits the use of PHI for any employment related purpose such as, but not limited to, unemployment hearings, promotions, or any evaluation for benefits under another Employer sponsored plan such as disability coverage.

Only Employees who are trained on this Policy and have a business purpose related to a GHP function can have access to PHI, and only the data that is necessary to complete that function.

21.0 VISITORS

Physical access to any area where PHI, electronic or otherwise, is maintained will be under strict supervision. Visitors must be accompanied by an Employee while in the area where PHI is maintained. Employees who accompany Visitors must be sure that the areas that they visit are void of PHI. Prior announcements to areas that typically deal with PHI may be needed to ensure that PHI is not exposed to Visitors.

22.0 AUTOMATIC AMENDMENTS

Any term or item in this Privacy Policy will automatically be amended to comply with changes in the federal laws and regulations. This Privacy Policy will be updated once yearly with the goal of bringing it back into compliance.



**BONNER COUNTY
HIPAA NOTICE OF PRIVACY
PRACTICES DATE DISTRIBUTED
~~10/2/2025~~—2/16/26**

THIS NOTICE OF PRIVACY PRACTICES DESCRIBES HOW YOUR PLAN SPONSOR (YOUR EMPLOYER WHO SPONSORS YOUR GROUP HEALTH PLAN) CAN USE OR DISCLOSE YOUR MEDICAL INFORMATION AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act) place important restrictions on sharing your medical information and provide you with important privacy rights. This Notice of Privacy Practices (the "Notice") replaces all prior notices provided by the Plan Sponsor and is effective on the Date Distributed noted above. This Notice describes the legal obligations of the Plan Sponsor and your legal rights regarding your "protected health information" ("PHI") held by your Plan Sponsor and Group Health Plan. This Notice describes how your PHI may be used or disclosed to carry out treatment, payment, or health care operations, or other purposes permitted by law.

Generally, PHI includes your personal information collected from you or created by your Group Health Plan, or the Plan Sponsor on behalf of a Group Health Plan, that relates to your past, present, or future physical or mental health or condition; the provision of health care; or the past, present, or future payment for the provision of health care, and includes your elections to enroll in the Plan. If you have any questions about this Notice or about our privacy practices, please contact your Privacy Officer identified below.

The Plan Sponsor may retain agents, service providers and third party administrators to administer all or part of your Group Health Plan such as claims payment and enrollment management. The term Plan Sponsor as used in this Notice includes all entities that provide services related to your Group Health Plan that have access to your PHI. The Plan Sponsor and contracted service providers are required by law to follow the terms of this Notice.

The Plan Sponsor is required by law to maintain the privacy of your PHI, provide you with certain rights with respect to your PHI, provide you with a copy of this Notice, and follow the terms of this Notice. The Plan Sponsor reserves the right to change the terms of this Notice and its practices regarding your PHI. If there is any material change to this Notice, the Plan Sponsor will provide you with a copy of the revised Notice of Privacy Practices.

Use and Disclosure

The Plan Sponsor may use or disclose your PHI under certain circumstances without your permission. All of these certain circumstances will fall within one of the categories listed below.

- **For Treatment**, to facilitate medical treatment or services by providers including doctors, nurses, technicians, medical students, or other hospital personnel who are involved in taking care of you.



- **For Payment** to determine your eligibility for Plan benefits, to facilitate payment for the treatment or services you receive from health care providers, to determine benefit responsibility under the Plan, or to coordinate Plan coverage.
- **For Health Care Operations**, uses and disclosures necessary to run the Plan.
- **Treatment Alternatives or Health-Related Benefits and Services** that might be of interest to you.
- **To Business Associates** to perform various functions on our behalf or to provide certain types of services. A Business Associate will receive, create, maintain, transmit, use, and/or disclose your PHI, but only after they agree in writing with the Plan Sponsor to implement appropriate safeguards regarding your PHI.
- **As Required by Law** when required to do so by federal, state, or local law.
- **To Avert a Serious Threat to Health or Safety** to you, or the health and safety of the public, or another person, limited to someone able to help prevent the threat.
- **Reproductive Health Care Privacy.** This final rule, effective June 25, 2024, establishes a ban on the use or disclosure of PHI by a HIPAA covered entity or their business associates for any of the following:
 - Criminal, civil, or administrative investigations into any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care.
 - Imposing criminal, civil, or administrative liability on any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care.
 - Identifying any person for any purpose described above.

The prohibition applies only when a covered entity or Business Associate has reasonably determined that one or more of the following conditions exist.

- The reproductive health care is lawful in the state in which it is provided. For example, the prohibition will apply if a resident of one state traveled to another state for an abortion that is lawful in the state where the health care was provided.
- The reproductive health care is protected, required, or authorized by federal law, including the U.S. Constitution, regardless of the state in which it is provided. For example, the prohibition applies to PHI that relates to contraception, which is protected by the Constitution.

A covered entity or Business Associate must obtain a written attestation that the information is not for a prohibited purpose before PHI potentially related to reproductive health care can be used or disclosed in the following circumstances:

- Health oversight activities;
- Judicial and administrative proceedings;
- Law enforcement purposes;
- Disclosures to coroners and medical examiners to identify a deceased person, determine cause of death, or other duties as authorized by law.

Disclosure for these purposes is permissive, not mandatory under HIPAA, except in instances where the United States Department of Health and Human Services (HHS) requests information as part of a compliance investigation. A new attestation is required for each specific use or disclosure request and covered entities (and Business Associates, if they have access to or hold PHI) must maintain a copy and any relevant supporting documents. A valid attestation must contain the following:

- A description of the information requested, including the name of any individual(s) whose PHI is sought (if practicable) or a description of the class of individuals whose PHI is sought.
- The name of the person who has been asked to make the PHI use or disclosure and the name of the person to whom it should be made.



- A statement that obtaining, using or disclosing individually identifiable health information in violation of HIPAA may be subject to criminal penalties.
- **Substance Use Disorder (SUD)**
 - Information that was previously permissible disclosed, may be redisclosed, and no longer protected by HIPAA.
 - SUD treatment records, or testimony relaying the content of such records, will not be used or disclosed in civil, criminal, administrative or legislative proceedings against the individual, absent patient consent or a court order.

In addition, the following categories describe other ways that the Plan Sponsor may use and disclose your PHI without your specific authorization. All of the ways the Plan Sponsor is permitted to use and disclose information will fall within one of the categories.

- **Organ and Tissue Donation**, after your death to an organization that handles organ procurement or organ, eye, or tissue transplantation or to an organ donation bank, as necessary to facilitate organ or tissue donation and transplantation.
- **Military**, if you are a member of the armed forces, as required by military command authorities. The Plan Sponsor may also release PHI about foreign military personnel to the appropriate foreign military authority.
- **Workers' Compensation** or similar programs, but only as authorized by, and to the extent necessary to comply with, laws relating to workers' compensation and similar programs that provide benefits for work-related injuries or illness.
- **Public Health Risks** for public health activities. These activities generally include the following:
 - to prevent or control disease, injury, or disability;
 - to report births and deaths;
 - to report child abuse or neglect;
 - to report reactions to medications or problems with products;
 - to notify people of recalls of products they may be using;
 - to notify a person who may have been exposed to a disease or may be at risk for contracting or spreading a disease or condition;
 - to notify the appropriate government authority if the Plan Sponsor believes that a patient has been the victim of abuse, neglect, or domestic violence. The Plan Sponsor will only make this disclosure if you agree, or when required or authorized by law.
- **Health Oversight Activities** for activities authorized by law. For example, audits, investigations, inspections, and licensure.
- **Lawsuits and Disputes** in response to a court or administrative order, including a response to a lawful subpoena, discovery request, or other process by someone involved in a legal dispute, but only if efforts have been made to tell you about the request or to obtain a court or administrative order protecting the information requested.



- **Law Enforcement** if asked to do so by a law-enforcement official—
 - in response to a court order, subpoena, warrant, summons, or similar process;
 - to identify or locate a suspect, fugitive, material witness, or missing person;
 - about the victim of a crime if, under certain limited circumstances, the Plan Sponsor is unable to obtain the victim's agreement;
 - about a death that the Plan Sponsor believes may be the result of criminal conduct; and
 - about criminal conduct.
- **Coroners, Medical Examiners, and Funeral Directors**, for example, to identify a deceased person or determine the cause of death. The Plan Sponsor may also release medical information about patients to funeral directors, as necessary to carry out their duties.
- **National Security and Intelligence Activities** to authorized federal officials for intelligence, counterintelligence, and other national security activities authorized by law.
- **Inmates** of a correctional institution or in the custody of a law-enforcement official, to the correctional institution or law-enforcement official if necessary for the institution to provide you with health care; to protect your health and safety or the health and safety of others; or for the safety and security of the correctional institution.
- **Research**, to researchers when the individual identifiers have been removed; or when an institutional review board or privacy board has reviewed the research proposal and established protocols to ensure the privacy of the requested information, and approves the research.

Required Disclosures

The Plan Sponsor is required to disclose your PHI to:

- **Government Audits** to the Secretary of the United States Department of Health and Human Services when the Secretary is investigating or determining our compliance with the HIPAA privacy rule.
- **Disclosures to You** on your request, the portion of your PHI that contains medical records, billing records, and any other records used to make decisions regarding your health care benefits.

Other Disclosures

The Plan Sponsor may disclose your PHI to:

- **Personal Representatives** authorized by you, or to an individual designated as your personal representative, or attorney-in-fact. You must provide a written notice/authorization and supporting documents such as a power of attorney. The Plan Sponsor does not have to disclose information to a personal representative if the Plan Sponsor has a reasonable belief that you have been, or may be, subjected to domestic violence, abuse, or neglect by such person; or treating such person as your personal representative could endanger you; or in the exercise of professional judgment, it is not in your best interest to treat the person as your personal representative.
- **Comply with your Authorization.** Other uses or disclosures of your PHI not described above will only be made with your written authorization. The Plan Sponsor may deny a request to disclose your psychiatric notes. The Plan Sponsor will not



use or disclose your PHI for marketing; or sell your PHI, unless you provide written authorization. You may revoke written authorizations at any time, so long as the revocation is in writing. Once the Plan Sponsor receives your written revocation, it will only be effective for future uses and disclosures. It will not be effective for any information that may have been used or disclosed in reliance upon the written authorization and prior to receiving your written revocation.

Privacy Rights

- **Right to Inspect and Copy.** You have the right to inspect and copy certain PHI that may be used to make decisions about your Plan benefits. If the information you request is maintained electronically, and you request an electronic copy, the Plan Sponsor will provide a copy in the electronic form and format you request, if the information can be readily produced in that form and format; if the information cannot be readily produced in that form and format, the Plan Sponsor will work with you to come to an agreement on form and format or provide you with a paper copy. To inspect and copy your PHI, you must submit your request in writing to the Privacy Officer identified below. The Plan Sponsor may charge a reasonable fee for the costs of copying, mailing, or other supplies associated with your request. The Plan Sponsor may deny your request to inspect and copy in certain very limited circumstances. If you are denied access to your medical information, you may request that the denial be reviewed by submitting a written request to the Privacy Officer identified below.
- **Right to Amend.** If you feel that your PHI is incorrect or incomplete, you may ask the Plan Sponsor to amend the information. You have the right to request an amendment for as long as the information is kept by or for the Plan. To request an amendment, your request must be made in writing and submitted to the Privacy Officer identified below. In addition, you must provide a reason that supports your request. The Plan Sponsor may deny your request for an amendment if it is not in writing or does not include a reason to support the request. In addition, the Plan Sponsor may deny your request if it:
 - is not part of the medical information kept by or for the Plan;
 - was not created by the Plan, unless the person or entity that created the information is no longer available to make the amendment;
 - is not part of the information that you would be permitted to inspect and copy; or
 - is already accurate and complete.

If your request is denied, you have the right to file a statement of disagreement with the Plan Sponsor and any future disclosures of the disputed information will include your statement.

- **Right to an Accounting of Disclosures.** You have the right to request an "accounting" of certain disclosures of your PHI. The accounting will not include (1) disclosures for purposes of treatment, payment, or health care operations; (2) disclosures made to you; (3) disclosures made pursuant to your authorization; (4) disclosures made to friends or family in your presence or because of an emergency; (5) disclosures for national security purposes; and (6) disclosures incidental to otherwise permissible disclosures. To request this list or accounting of disclosures, you must submit your request in writing to the Privacy Officer identified below. Your request must state the time period you want the accounting to cover, which may not be longer than six years before the date of the request. Your request should indicate in what form you want the list (for example, paper or electronic). The first list you request within a 12-month period will be provided free of charge. For



additional lists, the Plan Sponsor may charge you for the costs of providing the list. The Plan Sponsor will notify you of the cost involved and you may choose to withdraw or modify your request at that time before any costs are incurred.

- **Right to Request Restrictions or limitation on your PHI** that the Plan Sponsor uses or discloses for treatment, payment, or health care operations. You also have the right to request a limit on your PHI that is disclosed to someone who is involved in your care or the payment for your care, such as a family member or friend. Except as provided in the next paragraph, the Plan Sponsor is not required to agree to your request. However, the Plan Sponsor will comply with any restriction request if (1) except as otherwise required by law, the disclosure is to a health plan for purposes of carrying out payment or health care operations (and is not for purposes of carrying out treatment); and (2) the PHI pertains solely to a health care item or service for which the health care provider involved has been paid in full by you or another person. To request restrictions, you must make your request in writing to the Privacy Officer identified below. In your request, you must state (1) what information you want to limit; (2) whether you want to limit our use, disclosure, or both; and (3) to whom you want the limits to apply—for example, disclosures to your spouse. If the Plan Sponsor honors the request, it will stay in place until you revoke it or the Plan Sponsor notifies you.
- **Right to Request Confidential Communications** about medical matters in a certain way or at a certain location. For example, you can ask that the Plan Sponsor only contact you at work or by mail. Your request must be made in writing to the Privacy Officer identified below and specify how or where you wish to be contacted. The Plan Sponsor will accommodate all reasonable requests.
- **Right to Be Notified of a Breach** in the event that the Plan Sponsor (or a Business Associate) discover a breach of unsecured PHI.
- **Right to a Paper Copy of This Notice.** You may request a paper copy of this notice at any time from the Privacy Officer identified below, even if you have agreed to receive this notice electronically

Complaints

If you believe that your privacy rights have been violated, you may file a complaint with the Plan or with the Office for Civil Rights of the United States Department of Health and Human Services. To file a complaint with the Plan, contact:

BONNER COUNTY

Privacy Officer

~~1500 HIGHWAY 2 STE 337-521~~ 521 S Division STE 202

SANDPOINT, ID 83864

208-265-1456

All complaints must be submitted in writing. You will not be penalized, or in any other way retaliated against, for filing a complaint with the Office for Civil Rights or with us.

("PLAN SPONSOR")
HIPAA NOTICE OF PRIVACY PRACTICES
DATE

THIS NOTICE OF PRIVACY PRACTICES DESCRIBES HOW YOUR PLAN SPONSOR (YOUR EMPLOYER WHO SPONSORS YOUR GROUP HEALTH PLAN) CAN USE OR DISCLOSE YOUR MEDICAL INFORMATION AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA), as amended, and the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act) place important restrictions on sharing your medical information and provide you with important privacy rights. This Notice of Privacy Practices (the "Notice") replaces all prior notices provided by the Plan Sponsor and is effective on the Date Distributed noted above. This Notice describes the legal obligations of the Plan Sponsor and your legal rights regarding your "protected health information" (PHI) held by your Plan Sponsor and Group Health Plan. This Notice describes how your PHI may be used or disclosed to carry out treatment, payment, or health care operations, or other purposes permitted by law.

Generally, PHI includes your personal information collected from you or created by your Group Health Plan, or the Plan Sponsor on behalf of a Group Health Plan, that relates to your past, present, or future physical or mental health or condition; the provision of health care; or the past, present, or future payment for the provision of health care, and includes your elections to enroll in the Plan. If you have any questions about this Notice or about our privacy practices, please contact your Privacy Officer identified below.

The Plan Sponsor may retain agents, service providers and third-party administrators to administer all or part of your Group Health Plan such as claims payment and enrollment management. The term Plan Sponsor as used in this Notice includes all entities that provide services related to your Group Health Plan that have access to your PHI. The Plan Sponsor and contracted service providers are required by law to follow the terms of this Notice. The Plan Sponsor is required by law to maintain the privacy of your PHI, provide you with certain rights with respect to your PHI, provide you with a copy of this Notice, and follow the terms of this Notice.

The Plan Sponsor reserves the right to change the terms of this Notice and its practices regarding your PHI. If there is any material change to this Notice, the Plan Sponsor will provide you with a copy of the revised Notice of Privacy Practices.

Use and Disclosure

The Plan Sponsor may use or disclose your PHI under certain circumstances without your permission. All of these certain circumstances will fall within one of the categories listed below.

- **For Treatment**, to facilitate medical treatment or services by providers including doctors, nurses, technicians, medical students, or other hospital personnel who are involved in taking care of you.
- **For Payment** to determine your eligibility for Plan benefits, to facilitate payment for the treatment or services you receive from health care providers, to determine benefit responsibility under the Plan, or to coordinate Plan coverage.
- **For Health Care Operations**, uses and disclosures necessary to run the Plan.
- **Treatment Alternatives or Health-Related Benefits and Services** that might be of interest to you.
- **To Business Associates** to perform various functions on our behalf or to provide certain types of services. A Business Associate will receive, create, maintain, transmit, use, and/or disclose your PHI, but only after they agree in writing with the Plan Sponsor to implement appropriate safeguards regarding your PHI.
- **As Required by Law**, i.e., when required to do so by federal, state, or local law.
- **To Avert a Serious Threat to Health or Safety** to you, or the health and safety of the public, or another person, limited to someone able to help prevent the threat.

- **Reproductive Health Care Privacy.** This final rule, effective June 25, 2024, establishes a ban on the use or disclosure of PHI by a HIPAA covered entity or their business associates for any of the following:
 - Criminal, civil, or administrative investigations into any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care.
 - Imposing criminal, civil, or administrative liability on any person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care.
 - Identifying any person for any purpose described above.

The prohibition applies only when a covered entity or Business Associate has reasonably determined that one or more of the following conditions exist.

- The reproductive health care is lawful in the state in which it is provided. For example, the prohibition will apply if a resident of one state traveled to another state for an abortion that is lawful in the state where the health care was provided.
- The reproductive health care is protected, required, or authorized by federal law, including the U.S. Constitution, regardless of the state in which it is provided. For example, the prohibition applies to PHI that relates to contraception, which is protected by the Constitution.

A covered entity or Business Associate must obtain a written attestation that the information is not for a prohibited purpose before PHI potentially related to reproductive health care can be used or disclosed in the following circumstances:

- Health oversight activities;
- Judicial and administrative proceedings;
- Law enforcement purposes;
- Disclosures to coroners and medical examiners to identify a deceased person, determine cause of death, or other duties as authorized by law.

Disclosure for these purposes is permissive, not mandatory under HIPAA, except in instances where the United States Department of Health and Human Services (HHS) requests information as part of a compliance investigation. A new attestation is required for each specific use or disclosure request and covered entities (and Business Associates, if they have access to or hold PHI) must maintain a copy and any relevant supporting documents. A valid attestation must contain the following:

- A description of the information requested, including the name of any individual(s) whose PHI is sought (if practicable) or a description of the class of individuals whose PHI is sought.
- The name of the person who has been asked to make the PHI use or disclosure and the name of the person to whom it should be made.
- A statement that obtaining, using or disclosing individually identifiable health information in violation of HIPAA may be subject to criminal penalties.

- **Substance Use Disorder (SUD)**
 - Information that was previously permissible disclosed, may be redisclosed, and no longer protected by HIPAA.
 - SUD treatment records, or testimony relaying the content of such records, will not be used or disclosed in civil, criminal, administrative or legislative proceedings against the individual, absent patient consent or a court order.

In addition, the following categories describe other ways that the Plan Sponsor may use and disclose your PHI without your specific authorization. All the ways the Plan Sponsor is permitted to use and disclose information will fall within one of the categories listed below.

- **Organ and Tissue Donation**, after your death to an organization that handles organ procurement or organ, eye, or tissue transplantation or to an organ donation bank, as necessary to facilitate organ or tissue donation and transplantation.
- **Military**, if you are a member of the armed forces, as required by military command authorities. The Plan Sponsor may also release PHI about foreign military personnel to the appropriate foreign military authority.

- **Workers' Compensation** or similar programs, but only as authorized by, and to the extent necessary to comply with, laws relating to workers' compensation and similar programs that provide benefits for work-related injuries or illness.
- **Public Health Risks** for public health activities. These activities generally include the following:
 - to prevent or control disease, injury, or disability;
 - to report births and deaths;
 - to report child abuse or neglect;
 - to report reactions to medications or problems with products;
 - to notify people of recalls of products they may be using;
 - to notify a person who may have been exposed to a disease or may be at risk for contracting or spreading a disease or condition;
 - to notify the appropriate government authority if the Plan Sponsor believes that a patient has been the victim of abuse, neglect, or domestic violence. The Plan Sponsor will only make this disclosure if you agree, or when required or authorized by law.
- **Health Oversight Activities** for activities authorized by law, e.g., audits, investigations, inspections, and licensure.
- **Lawsuits and Disputes** in response to a court or administrative order, including a response to a lawful subpoena, discovery request, or other process by someone involved in a legal dispute, but only if efforts have been made to tell you about their request or to obtain a court or administrative order protecting the information requested.
- **Law Enforcement.** If asked to do so by a law enforcement official:
 - in response to a court order, subpoena, warrant, summons, or similar process;
 - to identify or locate a suspect, fugitive, material witness, or missing person;
 - about the victim of a crime if, under certain limited circumstances, the Plan Sponsor is unable to obtain the victim's agreement;
 - about a death that the Plan Sponsor believes may be the result of criminal conduct; and
 - about criminal conduct.
- **Coroners, Medical Examiners, and Funeral Directors**, for example, to identify a deceased person or determine the cause of death. The Plan Sponsor may also release medical information about patients to funeral directors, as necessary to carry out their duties.
- **National Security and Intelligence Activities**, to authorized federal officials for intelligence, counterintelligence, and other national security activities authorized by law.
- **Inmates** of a correctional institution or in the custody of a law-enforcement official, to the correctional institution or law-enforcement official if necessary for the institution to provide you with health care; to protect your health and safety or the health and safety of others; or for the safety and security of the correctional institution.
- **Research**, to researchers when the individual identifiers have been removed; or when an institutional review board or privacy board has reviewed the research proposal and established protocols to ensure the privacy of the requested information and approves the research.

Required Disclosures

The Plan Sponsor is required to disclose your PHI to:

- **The United States Secretary of Health and Human Services**, when the Secretary is investigating or determining our compliance with the HIPAA privacy rule.
- **You**, on your request, the portion of your PHI that contains medical records, billing records, and any other records used to make decisions regarding your health care benefits.

Other Disclosures

The Plan Sponsor may disclose your PHI to:

- **Personal Representatives** authorized by you, or to an individual designated as your personal representative, or attorney-in-fact. You must provide a written notice/authorization and supporting documents such as a power of attorney. The Plan Sponsor does not have to disclose information to a personal representative if the Plan Sponsor

has a reasonable belief that you have been, or may be, subjected to domestic violence, abuse, or neglect by such person; or treating such person as your personal representative could endanger you; or in the exercise of professional judgment, it is not in your best interest to treat the person as your personal representative.

- **Comply with your Authorization.** Other uses or disclosures of your PHI not described above will only be made with your written authorization. The Plan Sponsor may deny a request to disclose your psychiatric notes. The Plan Sponsor will not use or disclose your PHI for marketing; or sell your PHI, unless you provide written authorization. You may revoke written authorizations at any time, so long as the revocation is in writing. Once the Plan Sponsor receives your written revocation, it will only be effective for future uses and disclosures. It will not be effective for any information that may have been used or disclosed in reliance upon the written authorization and prior to receiving your written revocation.

Privacy Rights

- **Right to Inspect and Copy.** You have the right to inspect and copy certain PHI that may be used to make decisions about your Plan benefits. If the information you request is maintained electronically, and you request an electronic copy, the Plan Sponsor will provide a copy in the electronic form and format you request, if the information can be readily produced in that form and format; if the information cannot be readily produced in that form and format, the Plan Sponsor will work with you to come to an agreement on form and format or provide you with a paper copy. To inspect and copy your PHI, you must submit your request in writing to the Privacy Officer identified below. The Plan Sponsor may charge a reasonable fee for the costs of copying, mailing, or other supplies associated with your request. The Plan Sponsor may deny your request to inspect and copy in certain very limited circumstances. If you are denied access to your medical information, you may request that the denial be reviewed by submitting a written request to the Privacy Officer identified below.
- **Right to Amend.** If you feel that your PHI is incorrect or incomplete, you may ask the Plan Sponsor to amend the information. You have the right to request an amendment for as long as the information is kept by or for the Plan. To request an amendment, your request must be made in writing and submitted to the Privacy Officer identified below. In addition, you must provide a reason that supports your request. The Plan Sponsor may deny your request for an amendment if it is not in writing or does not include a reason to support the request. In addition, the Plan Sponsor may deny your request if it:
 - is not part of the medical information kept by or for the Plan;
 - was not created by the Plan, unless the person or entity that created the information is no longer available to make the amendment;
 - is not part of the information that you would be permitted to inspect and copy; or
 - is already accurate and complete.

If your request is denied, you have the right to file a statement of disagreement with the Plan Sponsor and any future disclosures of the disputed information will include your statement.

- **Right to an Accounting of Disclosures.** You have the right to request an "accounting" of certain disclosures of your PHI. The accounting will not include (1) disclosures for purposes of treatment, payment, or health care operations; (2) disclosures made to you; (3) disclosures made pursuant to your authorization; (4) disclosures made to friends or family in your presence or because of an emergency; (5) disclosures for national security purposes; and (6) disclosures incidental to otherwise permissible disclosures. To request this list or accounting of disclosures, you must submit your request in writing to the Privacy Officer identified below. Your request must state the time period you want the accounting to cover, which may not be longer than six years before the date of the request. Your request should indicate in what form you want the list (for example, paper or electronic). The first list you request within a 12-month period will be provided free of charge. For additional lists, the Plan Sponsor may charge you for the costs of providing the list. The Plan Sponsor will notify you of the cost involved and you may choose to withdraw or modify your request at that time before any costs are incurred.
- **Right to Request Restrictions or limitation on your PHI** that the Plan Sponsor uses or discloses for treatment, payment, or health care operations. You also have the right to request a limit on your PHI that is disclosed to someone who is involved in your care or the payment for your care, such as a family member or friend. Except as

provided in the next paragraph, the Plan Sponsor is not required to agree to your request. However, the Plan Sponsor will comply with any restriction request if (1) except as otherwise required by law, the disclosure is to a health plan for purposes of carrying out payment or health care operations (and is not for purposes of carrying out treatment); and (2) the PHI pertains solely to a health care item or service for which the health care provider involved has been paid in full by you or another person. To request restrictions, you must make your request in writing to the Privacy Officer identified below. In your request, you must state (1) what information you want to limit; (2) whether you want to limit our use, disclosure, or both; and (3) to whom you want the limits to apply, e.g., disclosures to your spouse. If the Plan Sponsor honors the request, it will stay in place until you revoke it or the Plan Sponsor notifies you.

- **Right to Request Confidential Communications** about medical matters in a certain way or at a certain location. For example, you can ask that the Plan Sponsor only contact you at work or by mail. Your request must be made in writing to the Privacy Officer identified below and specify how or where you wish to be contacted. The Plan Sponsor will accommodate all reasonable requests.
- **Right to Be Notified of a Breach** in the event that the Plan Sponsor (or a Business Associate) discovers a breach of unsecured PHI.
- **Right to a Paper Copy of This Notice.** You may request a paper copy of this notice at any time from the Privacy Officer identified below, even if you have agreed to receive this notice electronically.

Complaints

If you believe that your privacy rights have been violated, you may file a complaint with the Plan or with the HHS Office for Civil Rights (OCR). To file a complaint with the Plan, contact:

Company:

Title: Privacy Officer

Address:

Phone:

All complaints must be submitted in writing. You will not be penalized, or in any other way retaliated against, for filing a complaint with the OCR or with us.



Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 17, 2026

CLERK
Item #1

MEMORANDUM

To: Bonner County Commissioners

Re: FY26 Claims in Batch #20

The Auditor's Office presented the FY26 Claims Batch #20; **Totaling \$700,474.02**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY26 Claims in Batch #20, totaling \$700,474.02.

Recommendation Acceptance: Yes No

Brian Domke, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

DATE: 02/11/2026 WARRANT: BOC2026 AMOUNT: \$ 700,474.02

COMMISSIONER'S APPROVAL REPORT

DRAFT

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4568	AIMEE ARGABRITE 1 002 8460	00001		INV	02/10/2026	43239 223.00 223.00 Invoice Net	187791	
						CHECK TOTAL		223.00
16	ABSOLUTE DRUG TESTING 1 010 7110	00001		INV	02/09/2026	11653 460.00 460.00 Invoice Net	187727	
						CHECK TOTAL		460.00
4960	ACCESS 1 03451 7110	00001		INV	02/10/2026	12026520 34.73 34.73 Invoice Net	187891	
						CHECK TOTAL		34.73
55	ALBENI FALLS BUILDING 1 002 6540	00001		INV	02/10/2026	946315 17.02 17.02 Invoice Net	187797	
						CHECK TOTAL		17.02
5752	ALLIANT INSURANCE SERV 1 00118 7115 2 00118 7115	00002		INV	02/10/2026	3422807 4,617.75 589.50 5,207.25 Invoice Net	187918	
						CHECK TOTAL		5,207.25
1817	ALSCO 1 006 7430	00001		INV	02/09/2026	LSP02906670 257.54 257.54 Invoice Net	187730	
						CHECK TOTAL		257.54
5698	ALTIS COUNSELING ASSOC 1 047 8992	00001		INV	02/09/2026	53833 625.00 625.00 GRANT JSGRANTS Invoice Net	187765	
5698	ALTIS COUNSELING ASSOC 1 047 8992	00001		INV	02/09/2026	53961 375.00 375.00 GRANT JSGRANTS Invoice Net	187766	
						CHECK TOTAL		1,000.00
4700	AMAZON CAPITAL SERVICE 1 03457 7040	00001		INV	02/05/2026	11WP-6K7N-71GR 333.92 333.92 SHERAUTO REPAIR Invoice Net	187653	
4700	AMAZON CAPITAL SERVICE 1 03479 8590	00001		INV	02/09/2026	16RR-XWKJ-YTMG 76.99 76.99 MARINE PTR EQUIPMENT Invoice Net	187708	
4700	AMAZON CAPITAL SERVICE 1 03451 6530	00001		INV	02/09/2026	1YNR-9HKD-VR49 5.70 5.70 SHERCLCREC OFFICE Invoice Net	187712	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4700	AMAZON CAPITAL SERVICE 1 03451 6530	00001		INV OFFICE	02/09/2026	1R1J-4NFT-FDWT 5.69	187717	
				Invoice Net		5.69		
4700	AMAZON CAPITAL SERVICE 1 03461 7863	00001		INV INMTSUPPLY	02/09/2026	1N7C-FK7N-JXMN 455.82	187724	
				Invoice Net		455.82		
4700	AMAZON CAPITAL SERVICE 1 006 7290 2 005 6590 3 005 6530 4 006 6530	00001		INV DISTCT COURTASSIS DRUGCT PARTICIPIN DRUGCT OFFICE DISTCT OFFICE	02/09/2026	1DWL-THNJ-WR13 14.24 54.72 69.67 550.83 689.46	187741	
				Invoice Net				
4700	AMAZON CAPITAL SERVICE 1 01130 6530	00001		INV EXTOFFICE OFFICE	02/27/2026	1XTT-1W7J-4QY7 34.09	187749	
				Invoice Net		34.09		
4700	AMAZON CAPITAL SERVICE 1 00661 6530 2 00661 8830 3 00661 8830 4 03475 6720 5 00661 8830 6 047 8992 7 047 8992	00001		INV PROBSVCS OFFICE PROBSVCS ADMISDNPRB PROBSVCS ADMISDNPRB JUSTJUVDET SM ASSETS PROBSVCS ADMISDNPRB GRANT JSGRANTS GRANT JSGRANTS	02/09/2026	1M6C-MGRY-W11D 16.99 29.95 49.99 9.59 9.98 9.99 -64.97 61.52	187777	
				Invoice Net				
4700	AMAZON CAPITAL SERVICE 1 03475 6720 2 03475 7430 3 03475 7430 4 047 8992 5 047 8992 6 047 8992 7 047 8992 8 047 8992	00001		INV JUSTJUVDET SM ASSETS JUSTJUVDET REPBLDGS JUSTJUVDET REPBLDGS GRANT JSGRANTS GRANT JSGRANTS GRANT JSGRANTS GRANT JSGRANTS GRANT JSGRANTS	02/09/2026	17VP-HWKT-4Y9G 16.99 23.67 28.97 25.00 32.88 103.20 52.99 -63.53 220.17	187778	
				Invoice Net				
4700	AMAZON CAPITAL SERVICE 1 03451 6530	00001		INV SHERCLCREC OFFICE	02/10/2026	16MG-MY3W-LQTQ 149.99	187810	
				Invoice Net		149.99		
4700	AMAZON CAPITAL SERVICE 1 00119 6530	00001		INV PERSONNEL OFFICE	02/10/2026	1L7F-GMC3-1PXG 18.11	187829	
				Invoice Net		18.11		
4700	AMAZON CAPITAL SERVICE 1 03457 7040	00001		INV SHERAUTO REPAIR	02/10/2026	11DL-MYCH-D79N 357.96	187893	
				Invoice Net		357.96		
4700	AMAZON CAPITAL SERVICE 1 03451 6530	00001		INV SHERCLCREC OFFICE	02/10/2026	1R7V-W3KY-C7D1 445.20	187894	
				Invoice Net		445.20		
4700	AMAZON CAPITAL SERVICE	00001		INV	02/11/2026	1PL7-CRRC-RHY4	187971	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 00126 6530			MOTVEHGEN OFFICE		200.30		
				Invoice Net		200.30		
						CHECK TOTAL	3,054.92	-----
1870	APPLIED INDUSTRIAL TEC 1 002 7422	00001		RD&BR GEN REPHEQUIP	INV 02/10/2026	7033829351 4,050.00	187793	
				Invoice Net		4,050.00		
						CHECK TOTAL	4,050.00	-----
4980	AT&T MOBILITY LLC 1 00122 6900	00001		VETS SVCS CELL PHONE	INV 02/05/2026	287353537225JAN26 35.42	187655	
				Invoice Net		35.42		
4980	AT&T MOBILITY LLC 1 00119 6900	00001		PERSONNEL CELL PHONE	INV 02/10/2026	287358966128JAN26 36.28	187839	
				Invoice Net		36.28		
4980	AT&T MOBILITY LLC 1 00355 6900	00001		AIRSANDPT CELL PHONE	INV 02/10/2026	287353536348JAN26 35.42	187895	
				Invoice Net		35.42		
						CHECK TOTAL	107.12	-----
1900	AVISTA UTILITIES 1 00824 6980	00001		911REPEATR OTHER UTIL	INV 02/09/2026	3024150000JAN26 41.65	187715	
				Invoice Net		41.65		
1900	AVISTA UTILITIES 1 002 6940	00001		RD&BR GEN STR LIGHT	INV 02/10/2026	2762930000Jan26 531.22	187789	
				Invoice Net		531.22		
1900	AVISTA UTILITIES 1 002 6940	00001		RD&BR GEN STR LIGHT	INV 02/10/2026	3756400000Jan26 105.02	187790	
				Invoice Net		105.02		
1900	AVISTA UTILITIES 1 02381 6980	00001		LOCAL OTHER UTIL	INV 02/10/2026	3067800000FEB26 606.42	187804	
				Invoice Net		606.42		
1900	AVISTA UTILITIES 1 00355 6940	00001		AIRSANDPT STR LIGHT	INV 02/10/2026	9593270000JAN26 78.99	187904	
				Invoice Net		78.99		
1900	AVISTA UTILITIES 1 00118 6930	00001		GENEXP ELECTRIC	INV 02/10/2026	1155230000FEB26 315.26	187906	
				Invoice Net		315.26		
						CHECK TOTAL	1,678.56	-----
5973	B&M SUPPLIERS LLC 1 03461 6620	00001		JAILDETENT CLEANING	INV 02/09/2026	BLM-0939 3,022.50	187705	
				Invoice Net		3,022.50		
						CHECK TOTAL	3,022.50	-----
6549	EMILIA BALKE 1 006 7110	00001		DISTCT OTHER	INV 02/09/2026	5831	187733	
				Invoice Net		300.00		
						300.00		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	300.00	-----
1933	CLIFFORD R BANDY 1 002 7430	00001		INV	02/10/2026	012726	187898	
				RD&BR GEN	REPBLDGS	968.00		
				Invoice Net		968.00		
						CHECK TOTAL	968.00	-----
6516	BATTERY BROKERS LLC 1 03461 8590 2 03453 8620	00001		INV	02/09/2026	112365	187723	
				JAILDETENT	EQUIPMENT	539.00		
				SHERPATROL	COMM EQUIP	1,621.00		
				Invoice Net		2,160.00		
						CHECK TOTAL	2,160.00	-----
6407	CANTER BUYER PARENT LP 1 002 7418	00001		INV	02/10/2026	5003-8390903	187801	
				RD&BR GEN	REPHTRUCKS	50.00		
				Invoice Net		50.00		
						CHECK TOTAL	50.00	-----
97	BIG COUNTRY COMMUNICAT 1 047 8992	00001		INV	02/09/2026	23050	187763	
				GRANT	JSGRANTS	2,015.90		
				Invoice Net		2,015.90		
						CHECK TOTAL	2,015.90	-----
6546	SHARON BISTODEAU 1 03475 8060	00000		INV	02/09/2026	DEC25	187785	
				JUSTJUVDET	MEDICAL	74.19		
				Invoice Net		74.19		
						CHECK TOTAL	74.19	-----
6425	BLACKSTONE AUTO CARE L 1 047 8992	00001		INV	02/09/2026	2764	187770	
				GRANT	JSGRANTS	448.87		
				Invoice Net		448.87		
						CHECK TOTAL	448.87	-----
122	BLUE SKY COMMUNICATION 1 00824 7660	00001		INV	02/10/2026	13753	187896	
				911REPEATR	RTOTHER	9,499.87		
				Invoice Net		9,499.87		
						CHECK TOTAL	9,499.87	-----
3830	BONNER COUNTY DAILY BE 1 00119 7690	00001		INV	02/10/2026	0000044957-01142026	187830	
				PERSONNEL	ADVERTISE	225.00		
				Invoice Net		225.00		
3830	BONNER COUNTY DAILY BE 1 00123 6760	00001		INV	02/11/2026	0000044697-01062026	187966	
				PLANNING	LEGAL PUBL	110.87		
				Invoice Net		110.87		
3830	BONNER COUNTY DAILY BE 1 00123 6760	00001		INV	02/11/2026	0000044979-01132026	187967	
				PLANNING	LEGAL PUBL	70.06		
				Invoice Net		70.06		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
3830	BONNER COUNTY DAILY BE 1 00123 6760	00001		INV	02/11/2026	0000045118-01202026 101.63 Invoice Net 101.63	187968	
3830	BONNER COUNTY DAILY BE 1 00123 6760	00001		INV	02/11/2026	0000045216-01212026 57.74 Invoice Net 57.74	187969	
3830	BONNER COUNTY DAILY BE 1 00123 6760	00001		INV	02/11/2026	0000045337-01272026 59.28 Invoice Net 59.28	187970	
				CHECK	TOTAL	624.58		-----
5286	BONNER COUNTY GIS 1 002 7275	00000		INV	02/10/2026	INV0119 210.00 Invoice Net 210.00	187825	
				CHECK	TOTAL	210.00		-----
3851	BONNER COUNTY SHERIFF 1 047 8992	00001		INV	02/09/2026	2602 GRANT JSGRANTS 2,661.91 Invoice Net 2,661.91	187757	
				CHECK	TOTAL	2,661.91		-----
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ7727 38.49 Invoice Net 38.49	187849	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ6829 30.46 Invoice Net 30.46	187851	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ4663 525.41 Invoice Net 525.41	187853	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ4963 96.12 Invoice Net 96.12	187854	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ4964 19.01 Invoice Net 19.01	187856	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ8439 103.07 Invoice Net 103.07	187857	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	370922P91039 92.50 Invoice Net 92.50	187858	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHJ8576 48.64 Invoice Net 48.64	187860	
1953	BONNER GENERAL HEALTH 1 03461 8060	00001		INV	02/10/2026	SPHK0909 21.25 Invoice Net 21.25	187861	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK0817	187863	
1 03461 8060	JAILDETENT			MEDICAL		12,916.53		
	Invoice Net					12,916.53		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK1057	187866	
1 03461 8060	JAILDETENT			MEDICAL		298.83		
	Invoice Net					298.83		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK1015B	187867	
1 03461 8060	JAILDETENT			MEDICAL		83.70		
	Invoice Net					83.70		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK1015A	187870	
1 03461 8060	JAILDETENT			MEDICAL		30.53		
	Invoice Net					30.53		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK1014	187871	
1 03461 8060	JAILDETENT			MEDICAL		6.08		
	Invoice Net					6.08		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHK1572	187873	
1 03461 8060	JAILDETENT			MEDICAL		24.55		
	Invoice Net					24.55		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHJ9476	187877	
1 03461 8060	JAILDETENT			MEDICAL		430.63		
	Invoice Net					430.63		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHJ9613	187887	
1 03461 8060	JAILDETENT			MEDICAL		52.88		
	Invoice Net					52.88		
1953 BONNER GENERAL HEALTH	00001			INV	02/10/2026	SPHJ9614	187888	
1 03461 8060	JAILDETENT			MEDICAL		43.20		
	Invoice Net					43.20		
						CHECK TOTAL	14,861.88	-----
111 BONNER MALL LLC	00001			INV	02/05/2026	MAR26	187656	
1 01261 7660	MOTVEHSDP			RTOTHER		1,418.71		
	Invoice Net					1,418.71		
						CHECK TOTAL	1,418.71	-----
2103 BROWN'S NORTHSIDE	00001			INV	02/10/2026	S173166	187798	
1 002 7422	RD&BR GEN			REPHEQUIP		464.31		
	Invoice Net					464.31		
2103 BROWN'S NORTHSIDE	00001			INV	02/10/2026	S173198	187800	
1 002 7418	RD&BR GEN			REPHTRUCKS		180.60		
	Invoice Net					180.60		
2103 BROWN'S NORTHSIDE	00001			INV	02/10/2026	S173256	187925	
1 002 7422	RD&BR GEN			REPHEQUIP		1,675.35		
	Invoice Net					1,675.35		
2103 BROWN'S NORTHSIDE	00001			INV	02/11/2026	S173270	187948	
1 002 7422	RD&BR GEN			REPHEQUIP		37.66		
	Invoice Net					37.66		
2103 BROWN'S NORTHSIDE	00001			INV	02/11/2026	S173109	187949	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2103 BROWN'S NORTHSIDE	1 002 7422	RD&BR GEN		REPHEQUIP		270.48		
		Invoice Net				270.48		
	00001		INV	02/11/2026		5173221	187950	
	1 002 7418	RD&BR GEN		REPHTRUCKS		238.92		
		Invoice Net				238.92		
			CHECK	TOTAL		2,867.32		-----
965 CANON FINANCIAL SERVIC	1 01130 9350	00001	INV	03/01/2026		42489586	187735	
		EXTOFFICE		CAP - LEAS		235.52		
		Invoice Net				235.52		
965 CANON FINANCIAL SERVIC	1 00119 9350	00001	INV	02/10/2026		42665010	187886	
	2 00119 6530	PERSONNEL		CAP - LEAS		262.00		
	3 00127 6530	PERSONNEL		OFFICE		47.43		
		RISK MGMT		OFFICE		13.55		
		Invoice Net				322.98		
965 CANON FINANCIAL SERVIC	1 01261 9350	00001	INV	02/10/2026		42665013	187889	
	2 01261 6790	MOTVEHSDP		CAP - LEAS		142.00		
	3 01261 6790	MOTVEHSDP		COPY MACH		4.49		
		MOTVEHSDP		COPY MACH		3.91		
		Invoice Net				150.40		
965 CANON FINANCIAL SERVIC	1 01262 9350	00001	INV	02/10/2026		42665014	187890	
	2 01262 6790	MOTVEHPR		CAP - LEAS		39.00		
		MOTVEHPR		COPY MACH		2.38		
		Invoice Net				41.38		
965 CANON FINANCIAL SERVIC	1 020 9350	00001	INV	02/11/2026		42665023	187924	
	2 020 6790	REVAL		CAP - LEAS		377.00		
		REVAL		COPY MACH		296.67		
		Invoice Net				673.67		
			CHECK	TOTAL		1,423.95		-----
966 CANON USA INC	1 006 7410	00001	INV	02/09/2026		6014694180	187731	
		DISTCT		REPOFFICE		19.23		
		Invoice Net				19.23		
966 CANON USA INC	1 00661 6670	00001	INV	02/09/2026		6014743735	187769	
		PROBSVCS		OTHER		205.12		
		Invoice Net				205.12		
966 CANON USA INC	1 00106 6450	00001	INV	03/02/2026		6014793710	187787	
		CORONER		MILEAGE		5.45		
		Invoice Net				5.45		
966 CANON USA INC	1 006 7410	00001	INV	02/10/2026		6014843557	187878	
		DISTCT		REPOFFICE		89.11		
		Invoice Net				89.11		
966 CANON USA INC	1 03473 7410	00001	INV	02/11/2026		6014847342	187957	
		JUST-PA		REPOFFICE		151.57		
		Invoice Net				151.57		
			CHECK	TOTAL		470.48		-----

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
186	CINTAS CORPORATION #60 1 038 7710	00001		INV	02/06/2026	4257610950.2	187672	
				WATER UNIFORMS		13.23		
				Invoice Net		13.23		
186	CINTAS CORPORATION #60 1 03451 7110	00001		INV	02/09/2026	4258815958	187714	
				SHERCLCREC OTHER		69.77		
				Invoice Net		69.77		
186	CINTAS CORPORATION #60 1 03451 7110	00001		INV	02/09/2026	4257919046	187759	
				SHERCLCREC OTHER		23.02		
				Invoice Net		23.02		
186	CINTAS CORPORATION #60 1 03451 7110	00001		INV	02/09/2026	4256431524	187760	
				SHERCLCREC OTHER		23.02		
				Invoice Net		23.02		
186	CINTAS CORPORATION #60 1 03451 7110	00001		INV	02/09/2026	4255136995	187762	
				SHERCLCREC OTHER		23.02		
				Invoice Net		23.02		
186	CINTAS CORPORATION #60 1 002 6560	00001		INV	02/10/2026	4258660042	187803	
				RD&BR GEN LAUNDRY		88.55		
				Invoice Net		88.55		
186	CINTAS CORPORATION #60 1 002 6560	00001		INV	02/10/2026	4258656236	187805	
				RD&BR GEN LAUNDRY		65.41		
				Invoice Net		65.41		
				CHECK TOTAL		306.02		-----
6293	LEY ANNE MERICA 1 002 7000 2 002 7010 3 002 7030 4 002 7040	00001		INV	02/10/2026	00103	187806	
				RD&BR GEN GASOLINE		245.14		
				RD&BR GEN DIESEL		1,261.20		
				RD&BR GEN LUBRICANT		223.86		
				RD&BR GEN REPAIR		25.98		
				Invoice Net		1,756.18		
				CHECK TOTAL		1,756.18		-----
209	CLEARWATER SPRINGS 1 01262 7110	00000		INV	02/09/2026	83238Jan26	187751	
				MOTVEHPR OTHER		16.19		
				Invoice Net		16.19		
209	CLEARWATER SPRINGS 1 01261 7860	00000		INV	02/09/2026	83287Jan26	187752	
				MOTVEHSDP MISCEXPENS		6.00		
				Invoice Net		6.00		
				CHECK TOTAL		22.19		-----
2592	CO-OP GAS AND SUPPLY C 1 00355 6540	00001		INV	02/06/2026	38008	187666	
				AIRSANDPT SHOP		25.98		
				Invoice Net		25.98		
2592	CO-OP GAS AND SUPPLY C 1 00355 6540	00001		INV	02/06/2026	37511	187667	
				AIRSANDPT SHOP		103.29		
				Invoice Net		103.29		
2592	CO-OP GAS AND SUPPLY C 1 00110 7000	00001		INV	02/06/2026	84144JAN26	187677	
				BLDGGRD GASOLINE		124.51		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	2 00110 7010		BLDGGRD	DIESEL		101.33		
			Invoice Net			225.84		
2592	CO-OP GAS AND SUPPLY C	00001		INV	02/06/2026	44488	187799	
	1 00110 7530		BLDGGRD	REPFACILIT		3.44		
			Invoice Net			3.44		
			CHECK TOTAL			358.55		-----
2544	COLEMAN OIL COMPANY	00001		INV	02/10/2026	CP-0357813	187812	
	1 002 7000		RD&BR GEN	GASOLINE		244.27		
	2 002 7010		RD&BR GEN	DIESEL		516.50		
			Invoice Net			760.77		
2544	COLEMAN OIL COMPANY	00001		INV	02/10/2026	INV-353967	187813	
	1 002 7030		RD&BR GEN	LUBRICANT		2,265.60		
			Invoice Net			2,265.60		
2544	COLEMAN OIL COMPANY	00001		CRM	02/10/2026	INV-326332C	187901	
	1 002 7010		RD&BR GEN	DIESEL		-874.50		
			Invoice Net			-874.50		
2544	COLEMAN OIL COMPANY	00001		INV	02/10/2026	INV-326332A	187902	
	1 002 7010		RD&BR GEN	DIESEL		755.70		
			Invoice Net			755.70		
			CHECK TOTAL			2,907.57		-----
4318	COMPASS MECHANICAL CON	00001		INV	02/06/2026	7911	187691	
	1 023 7040		SOL WASTE	REPAIR		361.08		
			Invoice Net			361.08		
			CHECK TOTAL			361.08		-----
2003	CULLIGAN WATER CO.	00001		INV	02/09/2026	885383JAN26	187780	
	1 03475 7860		JUSTJUVD	MISCEXPENS		63.60		
	2 00661 6670		PROBSVCS	OTHER		63.60		
			Invoice Net			127.20		
2003	CULLIGAN WATER CO.	00001		INV	02/11/2026	202602256904	187973	
	1 00123 6530		PLANNING	OFFICE		82.50		
			Invoice Net			82.50		
			CHECK TOTAL			209.70		-----
4446	DAY WIRELESS SYSTEMS	00001		INV	02/10/2026	INV895884	187899	
	1 00824 7660		911REPEATR	RTOTHER		11,306.01		
			Invoice Net			11,306.01		
			CHECK TOTAL			11,306.01		-----
4679	DOBBS HEAVY DUTY HOLDI	00001		INV	02/10/2026	027P122110	187815	
	1 002 7750		RD&BR GEN	SHIPANDFRT		45.00		
	2 002 7418		RD&BR GEN	REPHTRUCKS		160.38		
			Invoice Net			205.38		
4679	DOBBS HEAVY DUTY HOLDI	00001		INV	02/10/2026	027P122476	187816	
	1 002 7418		RD&BR GEN	REPHTRUCKS		207.73		
			Invoice Net			207.73		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	413.11	-----
6174	THE EARPHONE CONNECTIO	00001		INV	02/09/2026	312684	187713	
	1 03453 8590			SHERPATROL	EQUIPMENT	111.83		
	2 03461 8590			JAILDETENT	EQUIPMENT	111.82		
				Invoice Net		223.65		
						CHECK TOTAL	223.65	-----
2997	ELSAESSER ANDERSON CHT	00001		INV	02/10/2026	19683	187879	
	1 006 7100			DISTCT	LEGAL	1,020.00		
				Invoice Net		1,020.00		
2997	ELSAESSER ANDERSON CHT	00001		INV	02/10/2026	19684	187880	
	1 006 7100			DISTCT	LEGAL	855.00		
				Invoice Net		855.00		
2997	ELSAESSER ANDERSON CHT	00001		INV	02/10/2026	19717	187881	
	1 006 7100			DISTCT	LEGAL	180.00		
				Invoice Net		180.00		
2997	ELSAESSER ANDERSON CHT	00001		INV	02/10/2026	19710	187882	
	1 006 7100			DISTCT	LEGAL	105.00		
				Invoice Net		105.00		
						CHECK TOTAL	2,160.00	-----
3188	EVERGREEN SUPPLY	00001		INV	02/10/2026	429047	187817	
	1 002 6530			RD&BR GEN	OFFICE	6.49		
				Invoice Net		6.49		
3188	EVERGREEN SUPPLY	00001		INV	02/10/2026	429046	187818	
	1 002 6530			RD&BR GEN	OFFICE	13.99		
				Invoice Net		13.99		
						CHECK TOTAL	20.48	-----
3242	FIRE PROTECTION SPECIA	00001		INV	02/10/2026	31600	187819	
	1 002 6640			RD&BR GEN	SAFETY	485.00		
				Invoice Net		485.00		
						CHECK TOTAL	485.00	-----
4747	FLOOR SHOW INC	00001		INV	02/09/2026	16882	187709	
	1 03450 7430			SHERADMIN	REPBLDGS	2,150.50		
				Invoice Net		2,150.50		
						CHECK TOTAL	2,150.50	-----
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001669502:01	187820	
	1 002 7418			RD&BR GEN	REPHTRUCKS	120.74		
				Invoice Net		120.74		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001669531:02	187821	
	1 002 7418			RD&BR GEN	REPHTRUCKS	394.76		
				Invoice Net		394.76		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001670748:01	187822	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 002 7418	RD&BR GEN		REPHTRUCKS		290.14		
		Invoice Net				290.14		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001670776:01	187823	
	1 002 7418	RD&BR GEN		REPHTRUCKS		96.68		
		Invoice Net				96.68		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001670742:01	187824	
	1 002 7418	RD&BR GEN		REPHTRUCKS		100.56		
		Invoice Net				100.56		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001670986:01	187926	
	1 002 7418	RD&BR GEN		REPHTRUCKS		259.55		
		Invoice Net				259.55		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001670269:01	187927	
	1 002 7418	RD&BR GEN		REPHTRUCKS		559.72		
		Invoice Net				559.72		
3822	FREIGHTLINER NORTHWEST	00001		INV	02/10/2026	PC001671026:01	187928	
	1 002 7418	RD&BR GEN		REPHTRUCKS		219.32		
		Invoice Net				219.32		
				CHECK TOTAL		2,041.47		-----
6551	GRIFFIN NORTH CO	00001		INV	02/10/2026	1414	187892	
	1 03457 7110	SHERAUTO		OTHER		230.00		
		Invoice Net				230.00		
				CHECK TOTAL		230.00		-----
310	GALLS PARENT HOLDINGS	00001		INV	02/09/2026	033962960	187706	
	1 03461 7710	JAILDETENT		UNIFORMS		420.00		
	2 03453 7710	SHERPATROL		UNIFORMS		82.90		
		Invoice Net				502.90		
				CHECK TOTAL		502.90		-----
2190	GRANITE AVIATION LLC	00001		INV	02/05/2026	MAR26	187657	
	1 00355 7661	AIRSANDPT		OFFICERNT		450.00		
		Invoice Net				450.00		
				CHECK TOTAL		450.00		-----
4606	GRIPTION TIRES INC	00001		INV	02/06/2026	75905	187671	
	1 038 7040	WATER		REPAIR		1,065.80		
		Invoice Net				1,065.80		
				CHECK TOTAL		1,065.80		-----
2220	GROVE HOTEL THE	00001		INV	02/11/2026	964513	187958	
	1 03473 6470	JUST-PA		LODGING		836.00		
		Invoice Net				836.00		
2220	GROVE HOTEL THE	00001		INV	02/11/2026	964510	187959	
	1 03473 6470	JUST-PA		LODGING		627.00		
		Invoice Net				627.00		
2220	GROVE HOTEL THE	00001		INV	02/11/2026	964509	187961	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 03473 6470			JUST-PA	LODGING	627.00		
				Invoice Net		627.00		
2220 GROVE HOTEL THE	1 03473 6470	00001		JUST-PA	INV 02/11/2026	964512	187962	
				Invoice Net		627.00		
2220 GROVE HOTEL THE	1 03473 6470	00001		JUST-PA	INV 02/11/2026	964503		
				Invoice Net		627.00		
				CHECK TOTAL		3,344.00		-----
6517 HDR ENGINEERING INC	1 047 8993	00001		GRANT	INV 02/10/2026	1200784446	187826	
	2 002 9000			RD&BR GEN	RBGRANTS	17,400.23		
				Invoice Net	GRNTCOUNTY	1,378.35		
				CHECK TOTAL		18,778.58		-----
1229 HIGH MARK HEATING AND	1 00823 7110	00001		911TECH	INV 02/10/2026	44603879	187794	
				Invoice Net	OTHER	935.00		
				CHECK TOTAL		935.00		-----
3425 HYDRAULICS PLUS INC	1 002 7750	00001		RD&BR GEN	INV 02/10/2026	26429	187903	
	2 002 7418			RD&BR GEN	SHIPANDFRT	221.23		
				Invoice Net	REPHTRUCKS	1,370.22		
3425 HYDRAULICS PLUS INC	1 002 7750	00001		RD&BR GEN	INV 02/10/2026	26428	187905	
	2 002 7418			RD&BR GEN	SHIPANDFRT	62.35		
				Invoice Net	REPHTRUCKS	350.53		
				CHECK TOTAL		412.88		-----
3636 IDAHO STATE POLICE	1 34180 8800	00001		JUST-GENEX	INV 02/10/2026	IN3834	187897	
				Invoice Net	CONTR ILET	18,762.50		
				CHECK TOTAL		18,762.50		-----
6539 EMARKET VENTURES LLC	1 34180 8580	00001		JUST-GENEX	INV 02/09/2026	00014354	187743	
				Invoice Net	SM COMP EQ	3,206.94		
				CHECK TOTAL		3,206.94		-----
6317 IT1 SOURCE LLC	1 00115 8950	00001		TECHNOLOG	INV 03/02/2026	K00012167	187661	
				Invoice Net	SOFTWARE	5,250.00		
6317 IT1 SOURCE LLC	1 34180 7110	00001		JUST-GENEX	INV 02/09/2026	K00012168	187718	
				Invoice Net	OTHER	1,750.00		
				CHECK TOTAL		1,750.00		

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL		7,000.00
3925	JENNIFER JENSEN 1 01130 6520	00000		INV	02/20/2026	DEC2025	185485	
				EXTOFFICE	DUES	125.00		
				Invoice Net		125.00		
3925	JENNIFER JENSEN 1 00114 6670	00000		INV	02/20/2026	Feb2026	187738	
				EXTWKSH	OTHER	56.76		
				Invoice Net		56.76		
				CHECK TOTAL		181.76		
5791	KARPEL COMPUTER SYSTEM 1 34180 8950	00001		INV	02/11/2026	76292	187955	
				JUST-GENEX	SOFTWARE	31,800.00		
				Invoice Net		31,800.00		
				CHECK TOTAL		31,800.00		
507	KENWORTH SALES 1 002 7418	00001		INV	02/10/2026	024P52240.02	187831	
				RD&BR GEN	REPHTRUCKS	1,101.57		
				Invoice Net		1,101.57		
				CHECK TOTAL		1,101.57		
2282	KODIAK ADVERTISING 1 03453 6670	00001		INV	02/09/2026	3547	187756	
				SHERPATROL	OTHER	260.00		
				Invoice Net		260.00		
				CHECK TOTAL		260.00		
1350	LIPPERT EXCAVATION AND 1 01130 7400	00001		INV	02/27/2026	26023	187725	
				EXTOFFICE	REPGENER	560.00		
				Invoice Net		560.00		
1350	LIPPERT EXCAVATION AND 1 03410 8680	00001		INV	02/06/2026	26028	187802	
				JUSTBLDGS	SNOW REM	840.00		
				Invoice Net		840.00		
				CHECK TOTAL		1,400.00		
4393	EDWARD MCCOLLUM 1 047 8992	00002		INV	02/09/2026	912559	187764	
				GRANT	JSGRANTS	544.50		
				Invoice Net		544.50		
				CHECK TOTAL		544.50		
4976	MCKESSON MEDICAL SURGI 1 03461 8060	00001		INV	02/05/2026	24972172	187754	
				JAILDETENT	MEDICAL	102.29		
				Invoice Net		102.29		
4976	MCKESSON MEDICAL SURGI 1 03461 8060	00001		INV	02/09/2026	24978318	187755	
				JAILDETENT	MEDICAL	33.48		
				Invoice Net		33.48		
				CHECK TOTAL		135.77		
5695	DRUG TESTING EXPERTS	00001		INV	02/10/2026	347545	187814	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
5695	DRUG TESTING EXPERTS 1 00119 6820			RD&BR GEN Invoice Net 00001 PERSONNEL Invoice Net	DRUGTESTIN INV 02/10/2026 DRUGTESTIN	601.00 601.00 347565 78.00 78.00	187827	
						CHECK TOTAL 679.00		-----
6504	MARIA VICTORIA JOHNSON 1 006 7110			00001 DISTCT Invoice Net	INV 02/09/2026 OTHER	322189-3 106.00 106.00	187734	
						CHECK TOTAL 106.00		-----
6018	GENUINE PARTS COMPANY 1 002 7418			00001 RD&BR GEN Invoice Net	INV 02/10/2026 REPHTRUCKS	267661 46.45 46.45	187908	
6018	GENUINE PARTS COMPANY 1 002 7040			00001 RD&BR GEN Invoice Net	CRM 02/10/2026 REPAIR	267095 -66.00 -66.00	187909	
6018	GENUINE PARTS COMPANY 1 002 7418			00001 RD&BR GEN Invoice Net	INV 02/10/2026 REPHTRUCKS	267489 36.44 36.44	187916	
6018	GENUINE PARTS COMPANY 1 002 7030 2 002 7418			00001 RD&BR GEN RD&BR GEN Invoice Net	INV 02/10/2026 LUBRICANT REPHTRUCKS	267563 37.57 276.45 314.02	187917	
6018	GENUINE PARTS COMPANY 1 002 7040			00001 RD&BR GEN Invoice Net	INV 02/10/2026 REPAIR	267275 69.98 69.98	187929	
6018	GENUINE PARTS COMPANY 1 002 7418			00001 RD&BR GEN Invoice Net	INV 02/11/2026 REPHTRUCKS	268062 53.91 53.91	187952	
6018	GENUINE PARTS COMPANY 1 002 7422 2 002 7418			00001 RD&BR GEN RD&BR GEN Invoice Net	INV 02/11/2026 REPHEQUIP REPHTRUCKS	267562 668.00 668.47 1,336.47	187953	
						CHECK TOTAL 1,791.27		-----
2320	NORTH 40 OUTFITTERS 1 002 7422			00001 RD&BR GEN Invoice Net	INV 02/10/2026 REPHEQUIP	051213/B 9.87 9.87	187910	
2320	NORTH 40 OUTFITTERS 1 002 6720			00001 RD&BR GEN Invoice Net	INV 02/10/2026 SM ASSETS	051160/B 53.92 53.92	187915	
2320	NORTH 40 OUTFITTERS 1 002 7418			00001 RD&BR GEN Invoice Net	INV 02/11/2026 REPHTRUCKS	051219/B 59.99 59.99	187951	
						CHECK TOTAL 123.78		-----

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2334	NORTHERN LIGHTS INC. 1 03027 6930	00001		INV	02/06/2026	683411Jan26 32.64 Invoice Net 32.64	187669	
2334	NORTHERN LIGHTS INC. 1 03027 6930	00001		INV	02/06/2026	683431Jan26 32.73 Invoice Net 32.73	187670	
2334	NORTHERN LIGHTS INC. 1 00118 6930	00001		INV	02/11/2026	50641560JAN26 305.01 Invoice Net 305.01	187960	
						CHECK TOTAL 370.38		-----
2336	NORTHERN STATES PEST C 1 03475 7430	00001		INV	02/09/2026	110332 195.00 Invoice Net 195.00	187781	
						CHECK TOTAL 195.00		-----
2344	NORTHSIDE WATER USERS 1 024 6870	00001		INV	02/10/2026	201 TORT INS - DEDU 2,495.40 Invoice Net 2,495.40	187919	
						CHECK TOTAL 2,495.40		-----
6550	ONE CALL CONCEPTS INC 1 00824 7110	00001		INV	02/10/2026	60123006 911REPEATR OTHER 5.85 Invoice Net 5.85	187845	
						CHECK TOTAL 5.85		-----
9999	Joyce Balestrine 1 00123 7810	00000		INV	02/11/2026	VRP2025-0248 PLANNING REF, REIMB 130.00 Invoice Net 130.00	187976	
						CHECK TOTAL 130.00		-----
2788	OXARC 1 038 7520	00001		INV	02/06/2026	0062237647 WATER REPOTHER 14.86 Invoice Net 14.86	187668	
2788	OXARC 1 02381 7330	00001		INV	02/06/2026	0062227101 LOCAL OPERATIONS 43.09 Invoice Net 43.09	187694	
2788	OXARC 1 002 6540	00001		INV	02/10/2026	0062236987 RD&BR GEN SHOP 158.01 Invoice Net 158.01	187835	
2788	OXARC 1 002 6540	00001		INV	02/10/2026	0062228020 RD&BR GEN SHOP 57.45 Invoice Net 57.45	187836	
						CHECK TOTAL 273.41		-----
2790	OXFORD SUITES BOISE 1 047 8992	00001		INV	02/09/2026	BSE-16987 GRANT JSGRANTS 114.30 Invoice Net 114.30	187761	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2790	OXFORD SUITES BOISE 1 00661 6450	00001		INV	02/09/2026	BSE-16986 114.30	187774	
				PROBSVCS	MILEAGE	114.30		
				Invoice Net				
2790	OXFORD SUITES BOISE 1 047 8992	00001		INV	02/09/2026	BSE-16985 114.30	187775	
				GRANT	JSGRANTS	114.30		
				Invoice Net				
				CHECK TOTAL		342.90		-----
2792	PAC WEST PARTS 1 002 8460	00001		INV	02/10/2026	61221 115.94	187930	
				RD&BR GEN	SIGNS	115.94		
				Invoice Net				
				CHECK TOTAL		115.94		-----
2815	PANHANDLE AREA COUNCIL 1 00118 7660	00001		INV	02/05/2026	MAR26 7,020.01	187658	
				GENEXP	RTOTHER	7,020.01		
				Invoice Net				
				CHECK TOTAL		7,020.01		-----
5203	PAPE MACHINERY INC 1 002 7422	00001		INV	02/10/2026	16640608 147.91	187840	
				RD&BR GEN	REPHEQUIP	147.91		
				Invoice Net				
5203	PAPE MACHINERY INC 1 002 7422	00001		INV	02/10/2026	16648561 306.78	187932	
				RD&BR GEN	REPHEQUIP	306.78		
				Invoice Net				
5203	PAPE MACHINERY INC 1 002 7422	00001		INV	02/10/2026	7009949 1,123.10	187933	
				RD&BR GEN	REPHEQUIP	1,123.10		
				Invoice Net				
5203	PAPE MACHINERY INC 1 002 7422	00001		CRM	02/10/2026	7010319 -1,123.10	187934	
				RD&BR GEN	REPHEQUIP	-1,123.10		
				Invoice Net				
				CHECK TOTAL		454.69		-----
1481	PATTI'S ACTION AUTO SU 1 002 7418	00001		INV	02/10/2026	440262-1 61.57	187931	
				RD&BR GEN	REPHTRUCKS	61.57		
				Invoice Net				
				CHECK TOTAL		61.57		-----
3329	PRIEST RIVER ACE 1 002 6720	00002		INV	02/10/2026	413064 22.99	187838	
				RD&BR GEN	SM ASSETS	33.27		
				RD&BR GEN	REPBLDGS	56.26		
				Invoice Net				
3329	PRIEST RIVER ACE HARDW 1 002 7418	00002		INV	02/10/2026	413322 58.52	187935	
				RD&BR GEN	REPHTRUCKS	58.52		
				Invoice Net				
3329	PRIEST RIVER ACE HARDW 1 002 6540	00002		INV	02/10/2026	413351 53.31	187936	
				RD&BR GEN	SHOP	53.31		
				Invoice Net				

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL		168.09
6003	RED'S POWER SUPPLY, LL 1 002 6540	00001		RD&BR GEN SHOP	INV 02/10/2026	4492 461.13 Invoice Net 461.13	187841	
6003	RED'S POWER SUPPLY, LL 1 002 7040	00001		RD&BR GEN REPAIR	INV 02/10/2026	4484 278.76 Invoice Net 278.76	187842	
						CHECK TOTAL		739.89
4368	REDMAN & COMPANY INS 1 024 6850	00001		TORT	INV 02/09/2026 INS - LIAB	01302026 858.00 Invoice Net 858.00	187788	
						CHECK TOTAL		858.00
3695	REDWOOD TOXICOLOGY LAB 1 00661 8830 2 047 8992	00001		PROBSVCS GRANT	INV 02/09/2026 ADMISDNPRB JSGRANTS	867710 962.99 962.98 Invoice Net 1,925.97	187772	
3695	REDWOOD TOXICOLOGY LAB 1 047 8992 2 00661 8830	00001		GRANT PROBSVCS	INV 02/09/2026 JSGRANTS ADMISDNPRB	867856 123.20 123.19 Invoice Net 246.39	187773	
						CHECK TOTAL		2,172.36
759	SAGLE VALLEY WATER & S 1 002 6960	00001		RD&BR GEN WATER	INV 02/10/2026	100330Feb26 144.00 Invoice Net 144.00	187843	
						CHECK TOTAL		144.00
5304	SANDPOINT FAMILY MEDIC 1 00119 6820	00001		PERSONNEL	INV 02/10/2026 DRUGTESTIN	SFMUC56756FEB26 50.00 Invoice Net 50.00	187828	
						CHECK TOTAL		50.00
6541	SCHWEITZER ENGINEERING 1 00823 9430	00001		911TECH	INV 02/10/2026 CAP - COMP	INV-001209668 10,143.96 Invoice Net 10,143.96	187809	
						CHECK TOTAL		10,143.96
2459	SELKIRK PRESS INC. 1 00661 6670	00001		PROBSVCS	INV 02/09/2026 OTHER	23264 41.00 Invoice Net 41.00	187771	
2459	SELKIRK PRESS INC. 1 03473 7700	00001		JUST-PA	INV 02/11/2026 CONTINGENC	23255 147.22 Invoice Net 147.22	187956	
						CHECK TOTAL		188.22

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
3824	SHADOW TRACKERS 1 00119 6830	00001		INV	02/10/2026	RDK224249 70.00 Invoice Net	187833	
				PERSONNEL	BACKGR CHK	70.00		
				Invoice Net				
				CHECK TOTAL		70.00		-----
2879	SIX ROBBLEES' INC 1 03457 7040	00001		INV	02/09/2026	05P85964 464.64 Invoice Net	187745	
				SHERAUTO	REPAIR	464.64		
				Invoice Net				
2879	SIX ROBBLEES' INC 1 03457 7040	00001		CRM	10/01/2025	05P26707 -180.49 Invoice Net	187746	
				SHERAUTO	REPAIR	-180.49		
				Invoice Net				
				CHECK TOTAL		284.15		-----
1646	SPECIALTY AUTO GLASS 1 024 6870	00001		INV	02/06/2026	I0084095 471.76 Invoice Net	187673	
				TORT	INS - DEDU	471.76		
				Invoice Net				
				CHECK TOTAL		471.76		-----
1663	SPOKANE HOUSE OF HOSE 1 002 7418	00001		INV	02/10/2026	INV9228 82.13 Invoice Net	187844	
				RD&BR GEN	REPHTRUCKS	82.13		
				Invoice Net				
1663	SPOKANE HOUSE OF HOSE 1 002 7418	00001		INV	02/10/2026	INV9759 4.73 Invoice Net	187937	
				RD&BR GEN	REPHTRUCKS	4.73		
				Invoice Net				
1663	SPOKANE HOUSE OF HOSE 1 002 7418	00001		INV	02/10/2026	INV9751 629.23 Invoice Net	187938	
				RD&BR GEN	REPHTRUCKS	629.23		
				Invoice Net				
				CHECK TOTAL		716.09		-----
6545	DEREK STEGEMOLLER 1 03475 7710	00000		INV	02/09/2026	DEC25 100.00 Invoice Net	187784	
				JUSTJUVDET	UNIFORMS	100.00		
				Invoice Net				
				CHECK TOTAL		100.00		-----
3838	STULTZ, RON 1 047 8992	00000		INV	02/09/2026	FEB26 162.00 Invoice Net	187776	
				GRANT	JSGRANTS	162.00		
				Invoice Net				
				CHECK TOTAL		162.00		-----
3122	STURGELL JAY Q 1 006 7290	00001		INV	02/10/2026	Mileage AUG25-FEB26 255.38 Invoice Net	187885	
				DISTCT	COURTASSIS	255.38		
				Invoice Net				
				CHECK TOTAL		255.38		-----
3129	SUPER 1 FOODS 1 006 8360	00001		INV	02/09/2026	06-4840154 57.34 Invoice Net	187726	
				DISTCT	JURY MEALS	57.34		
				Invoice Net				

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
3129	SUPER 1 FOODS 1 006 8360	00001		INV	02/10/2026	06-4841348 39.92 Invoice Net	187875	
						CHECK TOTAL		97.26
4746	SYRINGA HEIGHTS WATER 1 02381 6980	00001		INV	02/06/2026	10227FEB26 62.26 Invoice Net	187698	
						CHECK TOTAL		62.26
3162	TAYLOR & SONS CHEVROLE 1 03457 7110	00001		INV	02/09/2026	97397 SHERAUTO OTHER 771.73 Invoice Net	187710	
3162	TAYLOR & SONS CHEVROLE 1 03457 7040	00001		CRM	02/09/2026	152629 SHERAUTO REPAIR -426.38 Invoice Net	187711	
3162	TAYLOR & SONS CHEVROLE 1 002 7040	00001		INV	02/10/2026	152616 RD&BR GEN REPAIR 110.79 Invoice Net	187940	
						CHECK TOTAL		456.14
3357	TIFCO INDUSTRIES 1 03457 8650	00001		INV	02/09/2026	72166419 SHERAUTO TOOLSSML 378.83 Invoice Net	187758	
3357	TIFCO INDUSTRIES 1 002 6640 2 002 6540	00001		INV	02/10/2026	72167561 RD&BR GEN SAFETY 189.71 RD&BR GEN SHOP 189.80 Invoice Net	187846	
3357	TIFCO INDUSTRIES 1 002 6540	00001		INV	02/10/2026	72168232 RD&BR GEN SHOP 287.79 Invoice Net	187847	
3357	TIFCO INDUSTRIES 1 002 6540	00001		INV	02/11/2026	72168861 RD&BR GEN SHOP 1,094.34 Invoice Net	187943	
						CHECK TOTAL		2,140.47
1708	UNITED DATA SECURITY 1 01261 7860	00000		INV	02/09/2026	151101 MOTVEHSDP MISCEXPENS 65.00 Invoice Net	187750	
						CHECK TOTAL		65.00
1708	UNITED DATA SECURITY 1 03473 7110	00001		INV	02/11/2026	151365 JUST-PA OTHER 45.50 Invoice Net	187964	
						CHECK TOTAL		45.50
1714	UNITED PARCEL SERVICE	00001		INV	02/09/2026	00001Y2V32066	187707	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 03451 6750	SHERCLCREC		POSTAGE		34.98		
		Invoice Net				34.98		
						CHECK TOTAL		34.98
1719	UNIVERSITY OF IDAHO	00000		INV	02/20/2026	121621	187728	
	1 00114 6670	EXTWKSHP		OTHER		328.00		
		Invoice Net				328.00		
						CHECK TOTAL		328.00
2919	WASTE MANAGEMENT OF ID	00001		INV	02/05/2026	0000130-2588-7	187659	
	1 02380 7350	LONGHAUL		DISP - WAS		325,755.83		
		Invoice Net				325,755.83		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/05/2026	0003218-2590-3	187660	
	1 02380 7330	LONGHAUL		OPERATIONS		37,442.45		
	2 02380 7390	LONGHAUL		COMM COLL		9,426.40		
	3 02380 7360	LONGHAUL		RURAL SYS		73,561.05		
		Invoice Net				120,429.90		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0441531-1827-6	187850	
	1 002 6950	RD&BR GEN		GARBAGE		131.24		
		Invoice Net				131.24		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244086-1827-0	187852	
	1 002 6950	RD&BR GEN		GARBAGE		120.43		
		Invoice Net				120.43		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244093-1827-6	187907	
	1 00118 6950	GENEXP		GARBAGE		26.36		
		Invoice Net				26.36		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244182-1827-7	187911	
	1 00118 6950	GENEXP		GARBAGE		1,386.16		
		Invoice Net				1,386.16		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244273-1827-4	187912	
	1 00118 6950	GENEXP		GARBAGE		120.43		
		Invoice Net				120.43		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244094-1827-4	187913	
	1 00118 6950	GENEXP		GARBAGE		217.00		
		Invoice Net				217.00		
2919	WASTE MANAGEMENT OF ID	00001		INV	02/10/2026	0244237-1827-9	187914	
	1 00118 6950	GENEXP		GARBAGE		215.23		
		Invoice Net				215.23		
						CHECK TOTAL		448,402.58
6524	DAVID C BARTH	00001		INV	02/09/2026	2838	187767	
	1 047 8992	GRANT		JSGRANTS		140.00		
		Invoice Net				140.00		
6524	DAVID C BARTH	00001		INV	02/09/2026	2814	187768	
	1 047 8992	GRANT		JSGRANTS		140.00		
		Invoice Net				140.00		
						CHECK TOTAL		280.00

DETAIL INVOICE LIST

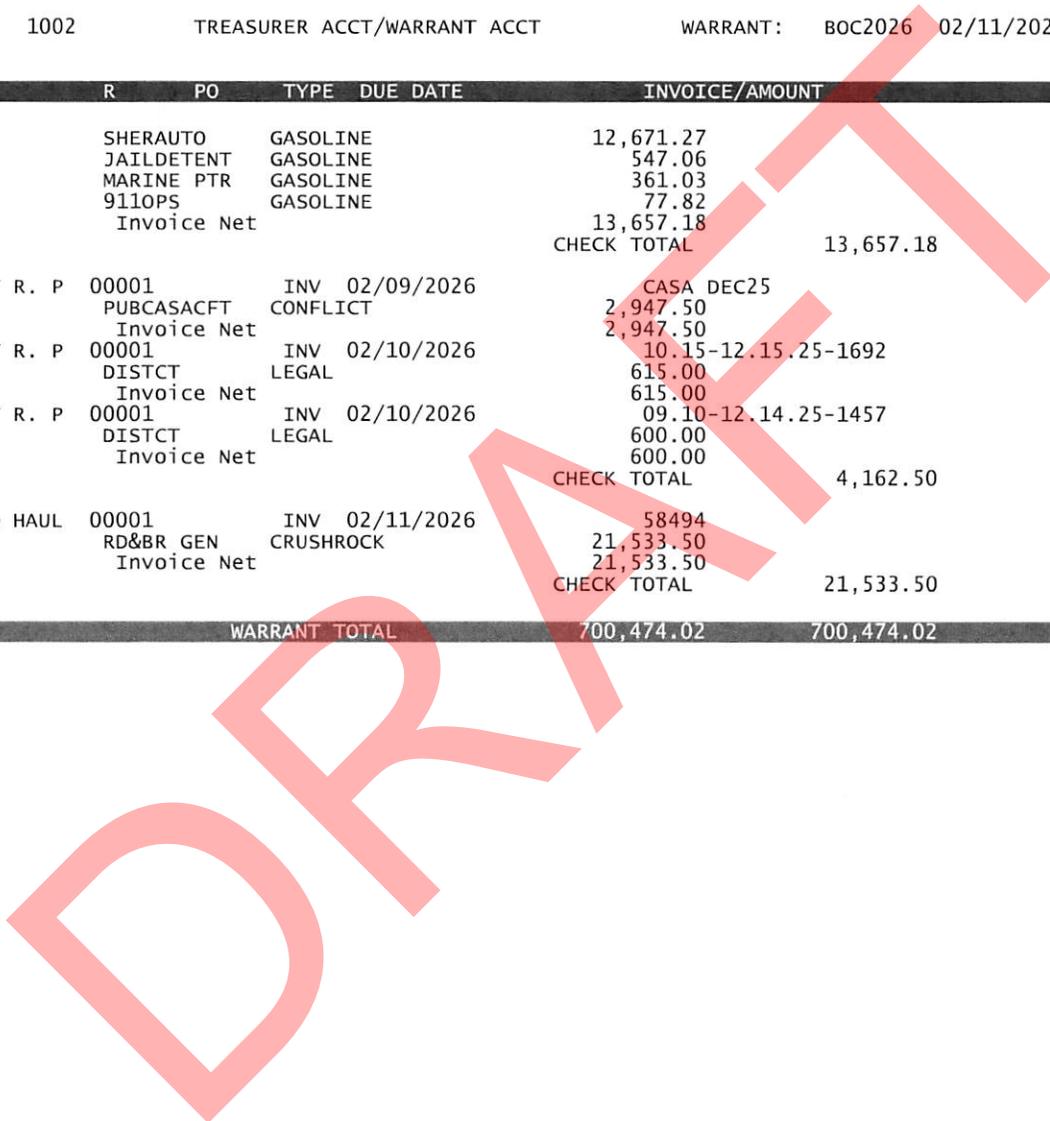
CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
2940	SCOTT CO EXCAVATION LLC 1 002 8680	00001		INV	02/10/2026	2186	187848	
				RD&BR GEN	SNOW REM	995.00		
				Invoice Net		995.00		
						CHECK TOTAL	995.00	-----
3548	WESTERN STATES EQUIPME 1 002 7422	00001		CRM	02/10/2026	CM00200987	187855	
				RD&BR GEN	REPHEQUIP	-1,109.25		
				Invoice Net		-1,109.25		
3548	WESTERN STATES EQUIPME 1 002 7422	00001		INV	02/10/2026	IN003470103	187859	
				RD&BR GEN	REPHEQUIP	187.58		
				Invoice Net		187.58		
3548	WESTERN STATES EQUIPME 1 002 7422	00001		CRM	02/10/2026	CM00204656	187862	
				RD&BR GEN	REPHEQUIP	-187.58		
				Invoice Net		-187.58		
3548	WESTERN STATES EQUIPME 1 002 7422	00001		INV	02/10/2026	IN003459693	187864	
				RD&BR GEN	REPHEQUIP	214.12		
				Invoice Net		214.12		
3548	WESTERN STATES EQUIPME 1 002 7422	00001		INV	02/10/2026	IN003464324	187865	
				RD&BR GEN	REPHEQUIP	72.43		
				Invoice Net		72.43		
3548	WESTERN STATES EQUIPME 1 002 7750 2 002 7422	00001		INV	02/10/2026	IN003465818	187868	
				RD&BR GEN	SHIPANDFRT	20.00		
				RD&BR GEN	REPHEQUIP	101.86		
				Invoice Net		121.86		
3548	WESTERN STATES EQUIPME 1 002 7750 2 002 7422	00001		INV	02/10/2026	IN003467724	187869	
				RD&BR GEN	SHIPANDFRT	25.00		
				RD&BR GEN	REPHEQUIP	330.83		
				Invoice Net		355.83		
3548	WESTERN STATES EQUIPME 1 002 7422	00001		INV	02/10/2026	IN003486370	187872	
				RD&BR GEN	REPHEQUIP	202.90		
				Invoice Net		202.90		
3548	WESTERN STATES EQUIPME 1 002 7750 2 002 7422	00001		INV	02/10/2026	IN003492417	187874	
				RD&BR GEN	SHIPANDFRT	72.63		
				RD&BR GEN	REPHEQUIP	1,324.44		
				Invoice Net		1,397.07		
3548	WESTERN STATES EQUIPME 1 002 7418	00001		INV	02/10/2026	IN003495365	187876	
				RD&BR GEN	REPHTRUCKS	166.70		
				Invoice Net		166.70		
						CHECK TOTAL	1,421.66	-----
3553	WEX BANK 1 047 8992 2 00661 7000	00001		INV	02/09/2026	110336192	187779	
				GRANT	JSGRANTS	370.55		
				PROBSVCS	GASOLINE	138.88		
				Invoice Net		509.43		
						CHECK TOTAL	509.43	-----
3553	WEX BANK	00002		INV	02/09/2026	110538633	187716	

DETAIL INVOICE LIST

CASH ACCOUNT: 000 1002 TREASURER ACCT/WARRANT ACCT WARRANT: BOC2026 02/11/2026 DUE DATE: 03/31/2026

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
	1 03457 7000		SHERAUTO	GASOLINE		12,671.27		
	2 03461 7000		JAILDETENT	GASOLINE		547.06		
	3 03479 7000		MARINE PTR	GASOLINE		361.03		
	4 00822 7000		9110PS	GASOLINE		77.82		
			Invoice Net			13,657.18		
						CHECK TOTAL	13,657.18	-----
1742	WILLIAMS MARGARET R. P	00001		INV	02/09/2026	CASA DEC25	187736	
	1 03419 7300		PUBCASACFT	CONFLICT		2,947.50		
			Invoice Net			2,947.50		
1742	WILLIAMS MARGARET R. P	00001		INV	02/10/2026	10.15-12.15.25-1692	187883	
	1 006 7100		DISTCT	LEGAL		615.00		
			Invoice Net			615.00		
1742	WILLIAMS MARGARET R. P	00001		INV	02/10/2026	09.10-12.14.25-1457	187884	
	1 006 7100		DISTCT	LEGAL		600.00		
			Invoice Net			600.00		
						CHECK TOTAL	4,162.50	-----
1779	WOOD'S CRUSHING & HAUL	00001		INV	02/11/2026	58494	187947	
	1 002 8430		RD&BR GEN	CRUSHROCK		21,533.50		
			Invoice Net			21,533.50		
						CHECK TOTAL	21,533.50	-----
251 INVOICES			WARRANT TOTAL			700,474.02	700,474.02	



WARRANT SUMMARY

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
001	00106	CORONER	001-06-00-000-6450-	TRAVEL - MILEAGE	5.45	64,330.50
001	00110	FACILITIES	001-10-00-000-7000-	VEHICLES - FUEL, GASOL	124.51	112,340.84
001	00110	FACILITIES	001-10-00-000-7010-	VEHICLES - FUEL, DIESE	101.33	112,340.84
001	00110	FACILITIES	001-10-00-000-7530-	REPAIRS/MAINT - FACILI	3.44	112,340.84
001	00114	EXTENSION WORKSHOP	001-13-14-000-6670-	SUPPLIES - OTHER	384.76	14,634.65
001	00115	TECHNOLOGY	001-15-00-000-8950-	SOFTWARE AND SOFTWAR S	5,250.00	344,620.11
001	00118	GENERAL FUND EXPEN	001-18-00-000-6930-	UTILITIES - ELECTRICIT	620.27	659,582.91
001	00118	GENERAL FUND EXPEN	001-18-00-000-6950-	UTILITIES - GARBAGE	1,965.18	659,582.91
001	00118	GENERAL FUND EXPEN	001-18-00-000-7115-	ADMINISTRATION OF EE B	5,207.25	659,582.91
001	00118	GENERAL FUND EXPEN	001-18-00-000-7660-	RENT/LEASE - OTHER	7,020.01	659,582.91
001	00119	PERSONNEL	001-19-00-000-6530-	SUPPLIES - OFFICE	65.54	38,054.31
001	00119	PERSONNEL	001-19-00-000-6820-	DRUG TESTING	128.00	38,054.31
001	00119	PERSONNEL	001-19-00-000-6830-	BACKGROUND CHECKS	70.00	38,054.31
001	00119	PERSONNEL	001-19-00-000-6900-	UTILITIES - CELLULAR T	36.28	38,054.31
001	00119	PERSONNEL	001-19-00-000-7690-	ADVERTISING	225.00	38,054.31
001	00119	PERSONNEL	001-19-00-000-9350-	CAPITAL - LEASE EXPEND	262.00	38,054.31
001	00122	VETERANS SERVICES	001-22-00-000-6900-	UTILITIES - CELLULAR T	35.42	7,273.78
001	00123	PLANNING	001-23-00-000-6530-	SUPPLIES - OFFICE	82.50	79,269.75
001	00123	PLANNING	001-23-00-000-6760-	LEGAL PUBLICATIONS	399.58	79,269.75
001	00123	PLANNING	001-23-00-000-7810-	REFUNDS, REIMBURSEMENT	130.00	79,269.75
001	00126	MOTOR VEHICLE - GE	001-26-00-000-6530-	SUPPLIES - OFFICE	200.30	14,687.18
001	00127	RISK MANAGEMENT	001-27-00-000-6530-	SUPPLIES - OFFICE	13.55	423.01
001	01130	EXTENSION OFFICE	001-13-00-000-6520-	DUES/MEMBERSHIP/LICENS	125.00	14,634.65
001	01130	EXTENSION OFFICE	001-13-00-000-6530-	SUPPLIES - OFFICE	34.09	14,634.65
001	01130	EXTENSION OFFICE	001-13-00-000-7400-	MAINTENANCE - GENERAL	560.00	14,634.65
001	01130	EXTENSION OFFICE	001-13-00-000-9350-	CAPITAL - LEASE EXPEND	235.52	2,029.48
001	01261	MOTOR VEHICLE - SA	001-26-01-000-6790-	COPY MACHINE USE/MAINT	8.40	14,687.18
001	01261	MOTOR VEHICLE - SA	001-26-01-000-7660-	RENT/LEASE - OTHER	1,418.71	14,687.18
001	01261	MOTOR VEHICLE - SA	001-26-01-000-7860-	MISCELLANEOUS EXPENSES	71.00	14,687.18
001	01261	MOTOR VEHICLE - SA	001-26-01-000-9350-	CAPITAL - LEASE EXPEND	142.00	1,369.00
001	01262	MOTOR VEHICLE - PR	001-26-02-000-6790-	COPY MACHINE USE/MAINT	2.38	14,687.18
001	01262	MOTOR VEHICLE - PR	001-26-02-000-7110-	PROF. SVCS - OTHER	16.19	14,687.18
001	01262	MOTOR VEHICLE - PR	001-26-02-000-9350-	CAPITAL - LEASE EXPEND	39.00	1,369.00
				FUND TOTAL	24,982.66	
002	002	ROAD & BRIDGE	002-00-00-000-6530-	SUPPLIES - OFFICE	20.48	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6540-	SUPPLIES - SHOP	2,318.85	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6560-	SUPPLIES - LAUNDRY	153.96	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6640-	SUPPLIES - SAFETY	674.71	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6720-	SMALL ASSETS AND EQUIP	76.91	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6820-	DRUG TESTING	601.00	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6940-	UTILITIES - STREET LIG	636.24	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6950-	UTILITIES - GARBAGE	251.67	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-6960-	UTILITIES - WATER	144.00	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7000-	VEHICLES - FUEL, GASOL	489.41	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7010-	VEHICLES - FUEL, DIESE	1,658.90	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7030-	VEHICLES - LUBRICANTS	2,527.03	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7040-	VEHICLES - REPAIR/MAIN	419.51	8,317,938.05

WARRANT SUMMARY

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
002	002	ROAD & BRIDGE	002-00-00-000-7275-	PROF SVCS - PERMITS &	210.00	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7418-	REPAIRS/MAINT - HEAVY	7,846.01	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7422-	REPAIRS/MAINT - HEAVY	8,767.69	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7430-	REPAIRS/MAINT - BLDGS/	1,001.27	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-7750-	SHIPPING AND FREIGHT	446.21	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-8430-	CRUSHED ROCK/GRAVEL	21,533.50	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-8460-	SIGNS	338.94	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-8680-	CONTRACTS - SNOW REMOV	995.00	8,317,938.05
002	002	ROAD & BRIDGE	002-00-00-000-9000-	GRANT - COUNTY MATCH	1,378.35	1,244,997.90
			FUND TOTAL		52,489.64	
003	00355	AIRPORT - SANDPOIN	003-55-00-000-6540-	SUPPLIES - SHOP	129.27	177,444.91
003	00355	AIRPORT - SANDPOIN	003-55-00-000-6900-	UTILITIES - CELLULAR T	35.42	177,444.91
003	00355	AIRPORT - SANDPOIN	003-55-00-000-6940-	UTILITIES - STREET LIG	78.99	177,444.91
003	00355	AIRPORT - SANDPOIN	003-55-00-000-7661-	OFFICE RENT	450.00	177,444.91
			FUND TOTAL		693.68	
005	005	DRUG COURT	005-00-00-000-6530-	SUPPLIES - OFFICE	69.67	29,946.76
005	005	DRUG COURT	005-00-00-000-6590-	SUPPLIES - PARTICIPANT	54.72	29,946.76
			FUND TOTAL		124.39	
006	006	DISTRICT COURT	006-00-00-000-6530-	SUPPLIES - OFFICE	550.83	213,582.54
006	006	DISTRICT COURT	006-00-00-000-7100-	PROF. SVCS - LEGAL	3,375.00	213,582.54
006	006	DISTRICT COURT	006-00-00-000-7110-	PROF. SVCS - OTHER	406.00	213,582.54
006	006	DISTRICT COURT	006-00-00-000-7290-	PROF. SVCS - COURT ASS	269.62	213,582.54
006	006	DISTRICT COURT	006-00-00-000-7410-	REPAIRS/MAINT - OFFICE	108.34	213,582.54
006	006	DISTRICT COURT	006-00-00-000-7430-	REPAIRS/MAINT - BLDGS/	257.54	213,582.54
006	006	DISTRICT COURT	006-00-00-000-8360-	JURY - MEALS	97.26	213,582.54
006	00661	PROBATION SERVICES	006-61-00-000-6450-	TRAVEL - MILEAGE	114.30	69,991.64
006	00661	PROBATION SERVICES	006-61-00-000-6530-	SUPPLIES - OFFICE	16.99	69,991.64
006	00661	PROBATION SERVICES	006-61-00-000-6670-	SUPPLIES - OTHER	309.72	69,991.64
006	00661	PROBATION SERVICES	006-61-00-000-7000-	VEHICLES - FUEL, GASOL	138.88	69,991.64
006	00661	PROBATION SERVICES	006-61-00-000-8830-	ADULT AL/DRUG MISD PRO	1,176.10	69,991.64
			FUND TOTAL		6,820.58	
008	00822	911 OPERATIONS	008-00-22-000-7000-	VEHICLES - FUEL, GASOL	77.82	36,765.79
008	00823	911 TECHNOLOGY	008-00-23-000-7110-	PROF. SVCS - OTHER	935.00	275,930.25
008	00823	911 TECHNOLOGY	008-00-23-000-9430-	CAPITAL - COMPUTERS	10,143.96	237,856.04
008	00824	911 REPEATER SITE	008-00-24-000-6980-	UTILITIES - OTHER	41.65	275,930.25
008	00824	911 REPEATER SITE	008-00-24-000-7110-	PROF. SVCS - OTHER	5.85	275,930.25
008	00824	911 REPEATER SITE	008-00-24-000-7660-	RENT/LEASE - OTHER	20,805.88	275,930.25
			FUND TOTAL		32,010.16	
010	010	COURT INTERLOCK DE	010-00-00-000-7110-	PROF. SVCS - OTHER	460.00	4,214.00

WARRANT SUMMARY

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

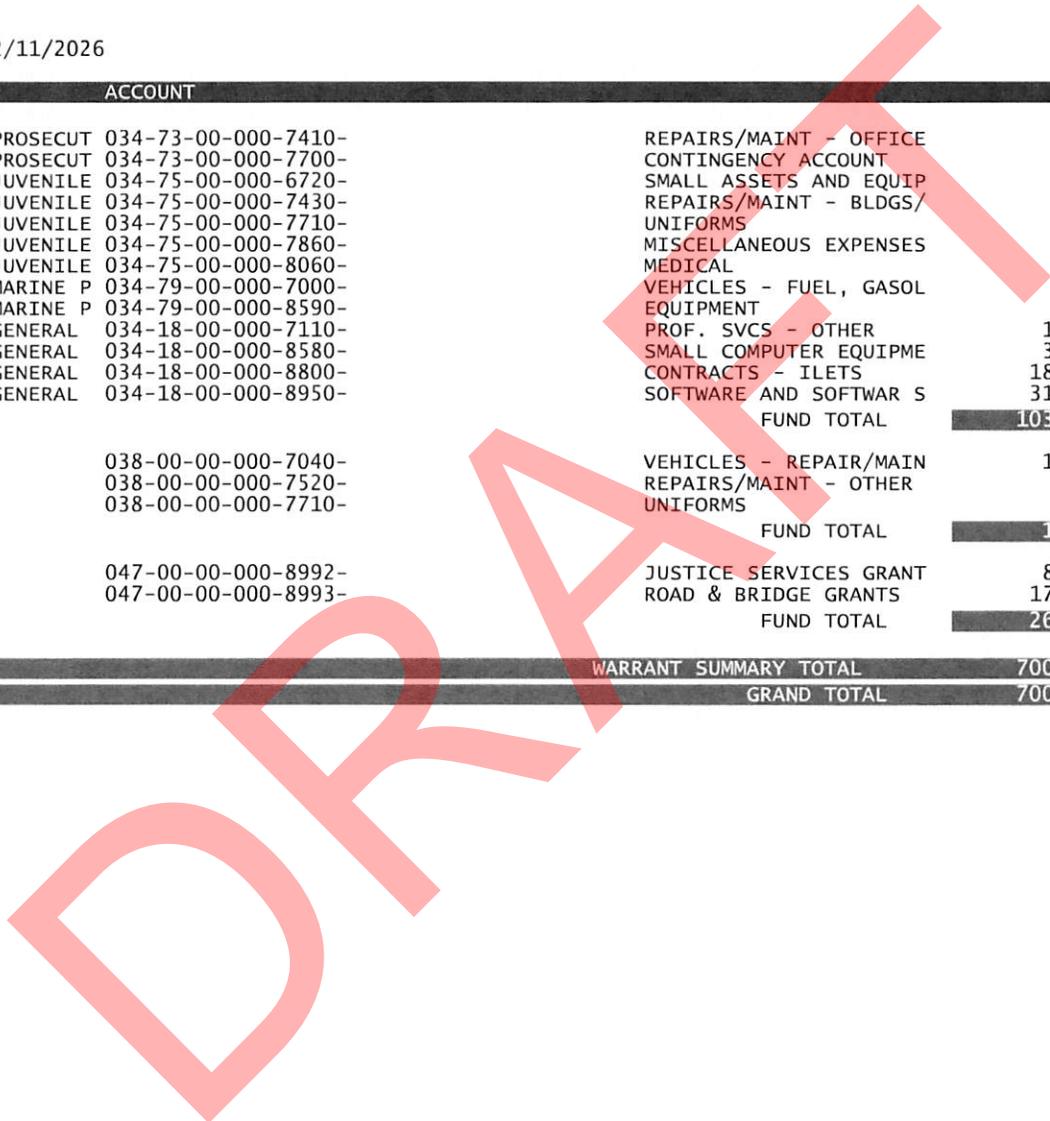
FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
FUND TOTAL		460.00	
020 020	REVALUATION 020-00-00-000-6790-	COPY MACHINE USE/MAINT 296.67	342,841.31
020 020	REVALUATION 020-00-00-000-9350-	CAPITAL - LEASE EXPEND 377.00	2,315.00
FUND TOTAL		673.67	
023 023	SOLID WASTE 023-00-00-000-7040-	VEHICLES - REPAIR/MAIN 361.08	6,100,744.06
023 02380	SW - LONGHAUL 023-00-80-000-7330-	OPERATIONS 37,442.45	6,100,744.06
023 02380	SW - LONGHAUL 023-00-80-000-7350-	DISPOSAL - WASTE 325,755.83	6,100,744.06
023 02380	SW - LONGHAUL 023-00-80-000-7360-	RURAL SYSTEM COLLECTIO 73,561.05	6,100,744.06
023 02380	SW - LONGHAUL 023-00-80-000-7390-	COMMERCIAL COLLECTION 9,426.40	6,100,744.06
023 02381	SW - LOCAL 023-00-81-000-6980-	UTILITIES - OTHER 668.68	6,100,744.06
023 02381	SW - LOCAL 023-00-81-000-7330-	OPERATIONS 43.09	6,100,744.06
FUND TOTAL		447,258.58	
024 024	TORT 024-00-00-000-6850-	INSURANCE - LIABILITY 858.00	413,314.16
024 024	TORT 024-00-00-000-6870-	INSURANCE - DEDUCTIBLE 2,967.16	413,314.16
FUND TOTAL		3,825.16	
030 03027	PARKS & REC - GARF 030-00-27-000-6930-	UTILITIES - ELECTRICIT 65.37	22,892.89
FUND TOTAL		65.37	
034 03410	JUSTICE - BLDGS & 034-10-00-000-8680-	CONTRACTS - SNOW REMOV 840.00	66,650.38
034 03419	PUB DEFENDER - CAS 034-74-19-000-7300-	PROF. SVCS - CONFLICT 2,947.50	127,872.00
034 03450	SHERIFF - ADMINIST 034-72-50-000-7430-	REPAIRS/MAINT - BLDGS/ 2,150.50	712,116.91
034 03451	SHERIFF - CLERICAL 034-72-51-000-6530-	SUPPLIES - OFFICE 606.58	712,116.91
034 03451	SHERIFF - CLERICAL 034-72-51-000-6750-	POSTAGE 34.98	712,116.91
034 03451	SHERIFF - CLERICAL 034-72-51-000-7110-	PROF. SVCS - OTHER 173.56	712,116.91
034 03453	SHERIFF - PATROL 034-72-53-000-6670-	SUPPLIES - OTHER 260.00	712,116.91
034 03453	SHERIFF - PATROL 034-72-53-000-7710-	UNIFORMS 82.90	712,116.91
034 03453	SHERIFF - PATROL 034-72-53-000-8590-	EQUIPMENT 111.83	712,116.91
034 03453	SHERIFF - PATROL 034-72-53-000-8620-	COMMUNICATIONS EQUIPME 1,621.00	712,116.91
034 03457	SHERIFF - AUTO SHO 034-72-57-000-7000-	VEHICLES - FUEL, GASOL 12,671.27	712,116.91
034 03457	SHERIFF - AUTO SHO 034-72-57-000-7040-	VEHICLES - REPAIR/MAIN 549.65	712,116.91
034 03457	SHERIFF - AUTO SHO 034-72-57-000-7110-	PROF. SVCS - OTHER 1,001.73	712,116.91
034 03457	SHERIFF - AUTO SHO 034-72-57-000-8650-	TOOLS & SMALL EQUIPMEN 378.83	712,116.91
034 03461	JAIL - DETENTION 034-78-61-000-6620-	SUPPLIES - CLEANING 3,022.50	426,627.41
034 03461	JAIL - DETENTION 034-78-61-000-7000-	VEHICLES - FUEL, GASOL 547.06	426,627.41
034 03461	JAIL - DETENTION 034-78-61-000-7110-	UNIFORMS 420.00	426,627.41
034 03461	JAIL - DETENTION 034-78-61-000-7863-	INMATE SUPPLIES 455.82	426,627.41
034 03461	JAIL - DETENTION 034-78-61-000-8060-	MEDICAL 14,997.65	426,627.41
034 03461	JAIL - DETENTION 034-78-61-000-8590-	EQUIPMENT 650.82	426,627.41
034 03473	JUSTICE - PROSECUT 034-73-00-000-6470-	TRAVEL - LODGING 3,344.00	152,754.69
034 03473	JUSTICE - PROSECUT 034-73-00-000-7110-	PROF. SVCS - OTHER 45.50	152,754.69

WARRANT SUMMARY

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
034	03473	JUSTICE - PROSECUT 034-73-00-000-7410-	REPAIRS/MAINT - OFFICE	151.57	152,754.69
034	03473	JUSTICE - PROSECUT 034-73-00-000-7700-	CONTINGENCY ACCOUNT	147.22	152,754.69
034	03475	JUSTICE - JUVENILE 034-75-00-000-6720-	SMALL ASSETS AND EQUIP	26.58	60,462.24
034	03475	JUSTICE - JUVENILE 034-75-00-000-7430-	REPAIRS/MAINT - BLDGS/	247.64	60,462.24
034	03475	JUSTICE - JUVENILE 034-75-00-000-7710-	UNIFORMS	100.00	60,462.24
034	03475	JUSTICE - JUVENILE 034-75-00-000-7860-	MISCELLANEOUS EXPENSES	63.60	60,462.24
034	03475	JUSTICE - JUVENILE 034-75-00-000-8060-	MEDICAL	74.19	60,462.24
034	03479	JUSTICE - MARINE P 034-79-00-000-7000-	VEHICLES - FUEL, GASOL	361.03	85,972.43
034	03479	JUSTICE - MARINE P 034-79-00-000-8590-	EQUIPMENT	76.99	85,972.43
034	34180	JUSTICE - GENERAL 034-18-00-000-7110-	PROF. SVCS - OTHER	1,750.00	1,476,972.72
034	34180	JUSTICE - GENERAL 034-18-00-000-8580-	SMALL COMPUTER EQUIPME	3,206.94	1,476,972.72
034	34180	JUSTICE - GENERAL 034-18-00-000-8800-	CONTRACTS - ILETS	18,762.50	1,476,972.72
034	34180	JUSTICE - GENERAL 034-18-00-000-8950-	SOFTWARE AND SOFTWARE S	31,800.00	1,476,972.72
			FUND TOTAL	103,681.94	
038	038	WATERWAYS 038-00-00-000-7040-	VEHICLES - REPAIR/MAIN	1,065.80	49,996.88
038	038	WATERWAYS 038-00-00-000-7520-	REPAIRS/MAINT - OTHER	14.86	49,996.88
038	038	WATERWAYS 038-00-00-000-7710-	UNIFORMS	13.23	49,996.88
			FUND TOTAL	1,093.89	
047	047	GRANTS 047-00-00-000-8992-	JUSTICE SERVICES GRANT	8,894.07	1,795,454.74
047	047	GRANTS 047-00-00-000-8993-	ROAD & BRIDGE GRANTS	17,400.23	1,795,454.74
			FUND TOTAL	26,294.30	
			WARRANT SUMMARY TOTAL	700,474.02	
			GRAND TOTAL	700,474.02	



WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
		2220 GROVE HOTEL THE	964503		INV	02/11/2026	627.00	Resv. #964503 B. Wilso
185485	3925	JENNIFER JENSEN	DEC2025		INV	02/20/2026	125.00	Reimbursement for IACA
187653	4700	AMAZON CAPITAL SERVICES INC	11WP-6K7N-71GR		INV	02/05/2026	333.92	Ink & Toner
187655	4980	AT&T MOBILITY LLC	287353537225JAN26		INV	02/05/2026	35.42	VETERANS CELL PHONE -
187656	111	BONNER MALL LLC	MAR26		INV	02/05/2026	1,418.71	MOTOR VEHICLES OFFICE
187657	2190	GRANITE AVIATION LLC	MAR26		INV	02/05/2026	450.00	AIRPORT DIRECTOR'S OFF
187658	2815	PANHANDLE AREA COUNCIL	MAR26		INV	02/05/2026	7,020.01	COUNTY ADMIN BLDG LEAS
187659	2919	WASTE MANAGEMENT OF IDAHO I	0000130-2588-7		INV	02/05/2026	325,755.83	SW TRANSPORTATION & DI
187660	2919	WASTE MANAGEMENT OF IDAHO I	0003218-2590-3		INV	02/05/2026	120,429.90	SW TS OPS, RURAL BILLI
187661	6317	IT1 SOURCE LLC	K00012167		INV	03/02/2026	5,250.00	JSTORMS-it1-Projectwor
187666	2592	CO-OP GAS AND SUPPLY CO	38008		INV	02/06/2026	25.98	LUBE
187667	2592	CO-OP GAS AND SUPPLY CO	37511		INV	02/06/2026	103.29	SHOP SUPPLIES
187668	2788	OXARC	0062237647		INV	02/06/2026	14.86	Tank fill
187669	2334	NORTHERN LIGHTS INC.	683411Jan26		INV	02/06/2026	32.64	Boat Launch GARBAY
187670	2334	NORTHERN LIGHTS INC.	683431Jan26		INV	02/06/2026	32.73	Garbay Road
187671	4606	GRIPTION TIRES INC	75905		INV	02/06/2026	1,065.80	Tires
187672	186	CINTAS CORPORATION #606	4257610950.2		INV	02/06/2026	13.23	Uniforms
187673	1646	SPECIALTY AUTO GLASS	I0084095		INV	02/06/2026	471.76	windshield claim 20260
187677	2592	CO-OP GAS AND SUPPLY CO	84144JAN26		INV	02/06/2026	225.84	FAC FUEL
187691	4318	COMPASS MECHANICAL CONSULTI	7911		INV	02/06/2026	361.08	SW SW0008 HEADLIGHT DI
187694	2788	OXARC	0062227101		INV	02/06/2026	43.09	SW TANK RENTAL
187698	4746	SYRINGA HEIGHTS WATER DIST	10227FEB26		INV	02/06/2026	62.26	SW UPLAND WATER
187705	5973	B&M SUPPLIERS LLC	BLM-0939		INV	02/09/2026	3,022.50	Fentanyl Resistant Glo
187706	310	GALLS PARENT HOLDINGS LLC	033962960		INV	02/09/2026	502.90	Nameplates, Uniform Sh
187707	1714	UNITED PARCEL SERVICE	00001Y2V32066		INV	02/09/2026	34.98	Shipping Charges

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187708	4700	AMAZON CAPITAL SERVICES INC	16RR-XWKJ-YTMG		INV	02/09/2026	76.99	Clear Bowl Repl, Key 1
187709	4747	FLOOR SHOW INC	16882		INV	02/09/2026	2,150.50	Remove & Replace tile,
187710	3162	TAYLOR & SONS CHEVROLET	97397		INV	02/09/2026	771.73	Program 2 new remotes
187711	3162	TAYLOR & SONS CHEVROLET	152629		CRM	02/09/2026	-426.38	Refund of Transmitter
187712	4700	AMAZON CAPITAL SERVICES INC	1YNR-9HKD-VR49		INV	02/09/2026	5.70	Binder Clips
187713	6174	THE EARPHONE CONNECTION	312684		INV	02/09/2026	223.65	Skeleton Ear tips, Amb
187714	186	CINTAS CORPORATION #606	4258815958		INV	02/09/2026	69.77	BCSO Mats
187715	1900	AVISTA UTILITIES	3024150000JAN26		INV	02/09/2026	41.65	Utility Charges
187716	3553	WEX BANK	110538633		INV	02/09/2026	13,657.18	Fuel Charges Jan 25
187717	4700	AMAZON CAPITAL SERVICES INC	1R1J-4NFT-FDWT		INV	02/09/2026	5.69	USB Extension Cable
187718	6317	IT1 SOURCE LLC	K00012168		INV	02/09/2026	1,750.00	Project work
187723	6516	BATTERY BROKERS LLC	112365		INV	02/09/2026	2,160.00	Battery Replacements
187724	4700	AMAZON CAPITAL SERVICES INC	1N7C-FK7N-JXMN		INV	02/09/2026	455.82	43" TV's, Tide Pods
187725	1350	LIPPERT EXCAVATION AND PIPE	26023		INV	02/27/2026	560.00	January Snow Plow Invo
187726	3129	SUPER 1 FOODS	06-4840154		INV	02/09/2026	57.34	Jury Food
187727	16	ABSOLUTE DRUG TESTING LLC	11653		INV	02/09/2026	460.00	Drug Testing
187728	1719	UNIVERSITY OF IDAHO	121621		INV	02/20/2026	328.00	Master Gardener Handbo
187730	1817	ALSCO	LSPO2906670		INV	02/09/2026	257.54	Entry Mat Maintenance
187731	966	CANON USA INC	6014694180		INV	02/09/2026	19.23	Copier Maintenance Cou
187733	6549	EMILIA BALKE	5831		INV	02/09/2026	300.00	Interpreter CV09-24-13
187734	6504	MARIA VICTORIA JOHNSON	322189-3		INV	02/09/2026	106.00	Interpreter CR09-26-02
187735	965	CANON FINANCIAL SERVICES IN	42489586		INV	03/01/2026	235.52	Contract Charge
187736	1742	WILLIAMS MARGARET R. PLLC	CASA DEC25		INV	02/09/2026	2,947.50	Misc CASA Cases
187738	3925	JENNIFER JENSEN	Feb2026		INV	02/20/2026	56.76	Reimbursement for Mast

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187741	4700	AMAZON CAPITAL SERVICES INC	1DWL-THNJ-WR13		INV	02/09/2026	689.46	Supplies, Mats, Janet,
187743	6539	EMARKET VENTURES LLC	00014354		INV	02/09/2026	3,206.94	IP Phones
187745	2879	SIX ROBBLEES' INC	05P85964		INV	02/09/2026	464.64	7 way RV Vehicle end,
187746	2879	SIX ROBBLEES' INC	05P26707		CRM	10/01/2025	-180.49	Return of Pull Chain T
187749	4700	AMAZON CAPITAL SERVICES INC	1XTT-1w7J-4QY7		INV	02/27/2026	34.09	White out and 2x3 stic
187750	1708	UNITED DATA SECURITY	151101		INV	02/09/2026	65.00	Ponderay Shred
187751	209	CLEARWATER SPRINGS	83238Jan26		INV	02/09/2026	16.19	Priest River
187752	209	CLEARWATER SPRINGS	83287jan26		INV	02/09/2026	6.00	Ponderay
187754	4976	MCKESSON MEDICAL SURGICAL G	24972172		INV	02/05/2026	102.29	Rechargeable Batteries
187755	4976	MCKESSON MEDICAL SURGICAL G	24978318		INV	02/09/2026	33.48	Covid Test Kits
187756	2282	KODIAK ADVERTISING	3547		INV	02/09/2026	260.00	3 part accident exchan
187757	3851	BONNER COUNTY SHERIFF	2602		INV	02/09/2026	2,661.91	Detention Meals
187758	3357	TIFCO INDUSTRIES	72166419		INV	02/09/2026	378.83	Metric XL Locking Flex
187759	186	CINTAS CORPORATION #606	4257919046		INV	02/09/2026	23.02	BCSO Mats
187760	186	CINTAS CORPORATION #606	4256431524		INV	02/09/2026	23.02	BCSO Mats
187761	2790	OXFORD SUITES BOISE	BSE-16987		INV	02/09/2026	114.30	Simmons-IACJJA Winter
187762	186	CINTAS CORPORATION #606	4255136995		INV	02/09/2026	23.02	BCSO Mats
187763	97	BIG COUNTRY COMMUNICATIONS	23050		INV	02/09/2026	2,015.90	Portable Radio Repair
187764	4393	EDWARD MCCOLLUM	912559		INV	02/09/2026	544.50	Fit for Life Classes
187765	5698	ALTIS COUNSELING ASSOCIATES	53833		INV	02/09/2026	625.00	D.A. Counseling
187766	5698	ALTIS COUNSELING ASSOCIATES	53961		INV	02/09/2026	375.00	N.M. Counseling
187767	6524	DAVID C BARTH	2838		INV	02/09/2026	140.00	N.O. Counseling
187768	6524	DAVID C BARTH	2814		INV	02/09/2026	140.00	N.O. Counseling
187769	966	CANON USA INC	6014743735		INV	02/09/2026	205.12	Copier Maintenance and
187770	6425	BLACKSTONE AUTO CARE LLC	2764		INV	02/09/2026	448.87	Oil Change/Valve Timin

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187771	2459	SELKIRK PRESS INC.	23264		INV	02/09/2026	41.00	Collins- Business Card
187772	3695	REDWOOD TOXICOLOGY LABORATO	867710		INV	02/09/2026	1,925.97	UA Cups
187773	3695	REDWOOD TOXICOLOGY LABORATO	867856		INV	02/09/2026	246.39	FFUO UA Cups
187774	2790	OXFORD SUITES BOISE	BSE-16986		INV	02/09/2026	114.30	Haug- IACJJA Winter Co
187775	2790	OXFORD SUITES BOISE	BSE-16985		INV	02/09/2026	114.30	Guthrie- IACJJA Winter
187776	3838	STULTZ, RON	FEB26		INV	02/09/2026	162.00	Stultz- IJJC Meeting
187777	4700	AMAZON CAPITAL SERVICES INC	1M6C-M6RY-W11D		INV	02/09/2026	61.52	Probation Amazon State
187778	4700	AMAZON CAPITAL SERVICES INC	17VP-HWKT-4Y9G		INV	02/09/2026	220.17	Detention Amazon State
187779	3553	WEX BANK	110336192		INV	02/09/2026	509.43	Fleet Vehicle Fuel
187780	2003	CULLIGAN WATER CO.	885383JAN26		INV	02/09/2026	127.20	water Cooler and water
187781	2336	NORTHERN STATES PEST CONTRO	110332		INV	02/09/2026	195.00	Pest Control Quarterly
187784	6545	DEREK STEGEMOLLER	DEC25		INV	02/09/2026	100.00	Stegemoller- Uniform P
187785	6546	SHARON BISTODEAU	DEC25		INV	02/09/2026	74.19	Reimbursement- Knee Br
187787	966	CANON USA INC	6014793710		INV	03/02/2026	5.45	Canon invoice for Janu
187788	4368	REDMAN & COMPANY INS	01302026		INV	02/09/2026	858.00	Intact Inland Marine A
187789	1900	AVISTA UTILITIES	2762930000Jan26		INV	02/10/2026	531.22	ID Hill Street Lights
187790	1900	AVISTA UTILITIES	3756400000Jan26		INV	02/10/2026	105.02	Blanchard Street Light
187791	4568	AIMEE ARGABRITE	43239		INV	02/10/2026	223.00	Signs, Six Road Name S
187793	1870	APPLIED INDUSTRIAL TECHNOLO	7033829351		INV	02/10/2026	4,050.00	All Three Districts, T
187794	1229	HIGH MARK HEATING AND COOLI	44603879		INV	02/10/2026	935.00	Troubleshoot & repair
187797	55	ALBENI FALLS BUILDING SUPPL	946315		INV	02/10/2026	17.02	D2 Shop, Bushings and
187798	2103	BROWN'S NORTHSIDE	S173166		INV	02/10/2026	464.31	3L008, Hose and Fittin
187799	2592	CO-OP GAS AND SUPPLY CO	44488		INV	02/06/2026	3.44	SW FAC NEW BAY DOOR EL
187800	2103	BROWN'S NORTHSIDE	S173198		INV	02/10/2026	180.60	3TK30, Brake Shoe Kit

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187801	6407	CANTER BUYER PARENT LP	5003-8390903		INV	02/10/2026	50.00	1TK46, Mount and Dismo
187802	1350	LIPPERT EXCAVATION AND PIPE	26028		INV	02/06/2026	840.00	FAC JUSTICE SERVICE JA
187803	186	CINTAS CORPORATION #606	4258660042		INV	02/10/2026	88.55	D2 Laundry
187804	1900	AVISTA UTILITIES	3067800000FEB26		INV	02/10/2026	606.42	SW CLARKFORK ELECTRICA
187805	186	CINTAS CORPORATION #606	4258656236		INV	02/10/2026	65.41	D1 Laundry
187806	6293	LEY ANNE MERICA	00103		INV	02/10/2026	1,756.18	D3 - CF, Fuel, Grease,
187809	6541	SCHWEITZER ENGINEERING LABO	INV-001209668		INV	02/10/2026	10,143.96	Satellite Synchronized
187810	4700	AMAZON CAPITAL SERVICES INC	16MG-MY3W-LQTQ		INV	02/10/2026	149.99	Portable Magnetic Exte
187812	2544	COLEMAN OIL COMPANY	CP-0357813		INV	02/10/2026	760.77	R&B Vehicle Fuel
187813	2544	COLEMAN OIL COMPANY	INV-353967		INV	02/10/2026	2,265.60	D3, Bulk oil
187814	5695	DRUG TESTING EXPERTS	347545		INV	02/10/2026	601.00	R&B January 2026 Scree
187815	4679	DOBBS HEAVY DUTY HOLDINGS L	027P122110		INV	02/10/2026	205.38	3TK37, Camfshafts
187816	4679	DOBBS HEAVY DUTY HOLDINGS L	027P122476		INV	02/10/2026	207.73	1TK35, Diaphragm and C
187817	3188	EVERGREEN SUPPLY	429047		INV	02/10/2026	6.49	D3 - CF, Car Charger A
187818	3188	EVERGREEN SUPPLY	429046		INV	02/10/2026	13.99	D3 - CF, USB Cable
187819	3242	FIRE PROTECTION SPECIALISTS	31600		INV	02/10/2026	485.00	D1 Shop, Fire System,
187820	3822	FREIGHTLINER NORTHWEST	PC001669502:01		INV	02/10/2026	120.74	2TK32, Gauge
187821	3822	FREIGHTLINER NORTHWEST	PC001669531:02		INV	02/10/2026	394.76	2TK24, U Bolts and Axl
187822	3822	FREIGHTLINER NORTHWEST	PC001670748:01		INV	02/10/2026	290.14	1TK46, Trans Oil and F
187823	3822	FREIGHTLINER NORTHWEST	PC001670776:01		INV	02/10/2026	96.68	3TK30, Head
187824	3822	FREIGHTLINER NORTHWEST	PC001670742:01		INV	02/10/2026	100.56	1TK34, Seal Kit
187825	5286	BONNER COUNTY GIS	INV0119		INV	02/10/2026	210.00	Jan 26 GIS Fees
187826	6517	HDR ENGINEERING INC	1200784446		INV	02/10/2026	18,778.58	Merritt Br A024(620)11
187827	5695	DRUG TESTING EXPERTS	347565		INV	02/10/2026	78.00	Pre employment drugscr
187828	5304	SANDPOINT FAMILY MEDICINE	SFMUC56756FEB26		INV	02/10/2026	50.00	Pre employment drug sc

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187829	4700	AMAZON CAPITAL SERVICES INC	1L7F-GMC3-1PXG		INV	02/10/2026	18.11	Office Supplies
187830	3830	BONNER COUNTY DAILY BEE	0000044957-01142026		INV	02/10/2026	225.00	Employment advertiseme
187831	507	KENWORTH SALES	024P52240.02		INV	02/10/2026	1,101.57	1TK35, Oil Cooler and
187833	3824	SHADOW TRACKERS	RDK224249		INV	02/10/2026	70.00	Background Checks
187835	2788	OXARC	0062236987		INV	02/10/2026	158.01	D1, Oxygen
187836	2788	OXARC	0062228020		INV	02/10/2026	57.45	D3, Oxygen
187838	3329	PRIEST RIVER ACE HARDWARE	413064		INV	02/10/2026	56.26	D2 Shop, Electrical Su
187839	4980	AT&T MOBILITY LLC	287358966128JAN26		INV	02/10/2026	36.28	HR Monthly cell phone
187840	5203	PAPE MACHINERY INC	16640608		INV	02/10/2026	147.91	3EX02, Filter Kit
187841	6003	RED'S POWER SUPPLY, LLC	4492		INV	02/10/2026	461.13	D3 Shop Stock, Starter
187842	6003	RED'S POWER SUPPLY, LLC	4484		INV	02/10/2026	278.76	3PU06, Batteries
187843	759	SAGLE VALLEY WATER & SEWER	100330Feb26		INV	02/10/2026	144.00	D1 Water Service Jan 2
187844	1663	SPOKANE HOUSE OF HOSE	INV9228		INV	02/10/2026	82.13	1TK32, Plugs
187845	6550	ONE CALL CONCEPTS INC	60123006		INV	02/10/2026	5.85	Tickets, Advertising S
187846	3357	TIFCO INDUSTRIES	72167561		INV	02/10/2026	379.51	D3, Gloves, Washers, T
187847	3357	TIFCO INDUSTRIES	72168232		INV	02/10/2026	287.79	D1, Lights, Fittings,
187848	2940	SCOTTCO EXCAVATION LLC	2186		INV	02/10/2026	995.00	Hope Peninsula Snowplo
187849	1953	BONNER GENERAL HEALTH	SPHJ7727		INV	02/10/2026	38.49	IV, Metabolic Panel, C
187850	2919	WASTE MANAGEMENT OF IDAHO I	0441531-1827-6		INV	02/10/2026	131.24	D1 trash bin pickup Ja
187851	1953	BONNER GENERAL HEALTH	SPHJ6829		INV	02/10/2026	30.46	IV, Metabolic Panel, C
187852	2919	WASTE MANAGEMENT OF IDAHO I	0244086-1827-0		INV	02/10/2026	120.43	D3 trash bin pickup Ja
187853	1953	BONNER GENERAL HEALTH	SPHJ4663		INV	02/10/2026	525.41	IV, Metabolic Panel, C
187854	1953	BONNER GENERAL HEALTH	SPHJ4963		INV	02/10/2026	96.12	Electrocardiogram - KP
187855	3548	WESTERN STATES EQUIPMENT CO	CM00200987		CRM	02/10/2026	-1,109.25	2TH01, Return, Clamps,

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187856	1953	BONNER GENERAL HEALTH	SPHJ4964		INV	02/10/2026	19.01	Xray of Chest - KP
187857	1953	BONNER GENERAL HEALTH	SPHJ8439		INV	02/10/2026	103.07	MRI - JG
187858	1953	BONNER GENERAL HEALTH	370922P91039		INV	02/10/2026	92.50	Office visit - JG
187859	3548	WESTERN STATES EQUIPMENT CO	IN003470103		INV	02/10/2026	187.58	1L006, Handle
187860	1953	BONNER GENERAL HEALTH	SPHJ8576		INV	02/10/2026	48.64	MRI - JG
187861	1953	BONNER GENERAL HEALTH	SPHK0909		INV	02/10/2026	21.25	IV, Thyroid Hormone -
187862	3548	WESTERN STATES EQUIPMENT CO	CM00204656		CRM	02/10/2026	-187.58	1L006, Return, Handle
187863	1953	BONNER GENERAL HEALTH	SPHK0817		INV	02/10/2026	12,916.53	ICU, Pharmacy, Xray, C
187864	3548	WESTERN STATES EQUIPMENT CO	IN003459693		INV	02/10/2026	214.12	3L006, Switch
187865	3548	WESTERN STATES EQUIPMENT CO	IN003464324		INV	02/10/2026	72.43	2TH01, Element
187866	1953	BONNER GENERAL HEALTH	SPHK1057		INV	02/10/2026	298.83	Electrocardiogram, Cri
187867	1953	BONNER GENERAL HEALTH	SPHK1015B		INV	02/10/2026	83.70	Xray Exams Chest, Lowe
187868	3548	WESTERN STATES EQUIPMENT CO	IN003465818		INV	02/10/2026	121.86	2TH01, Seals and Handl
187869	3548	WESTERN STATES EQUIPMENT CO	IN003467724		INV	02/10/2026	355.83	2EX02, Filters
187870	1953	BONNER GENERAL HEALTH	SPHK1015A		INV	02/10/2026	30.53	CT Head/Brain - JS
187871	1953	BONNER GENERAL HEALTH	SPHK1014		INV	02/10/2026	6.08	Electrocardiogram - JS
187872	3548	WESTERN STATES EQUIPMENT CO	IN003486370		INV	02/10/2026	202.90	1L006, Handle and Gask
187873	1953	BONNER GENERAL HEALTH	SPHK1572		INV	02/10/2026	24.55	IV, Metabolic Panel, C
187874	3548	WESTERN STATES EQUIPMENT CO	IN003492417		INV	02/10/2026	1,397.07	2TH01, Gaskets, Hose,
187875	3129	SUPER 1 FOODS	06-4841348		INV	02/10/2026	39.92	Jury Food
187876	3548	WESTERN STATES EQUIPMENT CO	IN003495365		INV	02/10/2026	166.70	3TK31, Filters
187877	1953	BONNER GENERAL HEALTH	SPHJ9476		INV	02/10/2026	430.63	Xrays, ER Dept Visit,
187878	966	CANON USA INC	6014843557		INV	02/10/2026	89.11	Copier Maintenance/Usa
187879	2997	ELSAESSER ANDERSON CHTD	19683		INV	02/10/2026	1,020.00	Attorney Fees CV09-21-
187880	2997	ELSAESSER ANDERSON CHTD	19684		INV	02/10/2026	855.00	Attorney Fees CV09-24-

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187881	2997	ELSAESSER ANDERSON CHTD	19717		INV	02/10/2026	180.00	Attorney Fees CV09-23-
187882	2997	ELSAESSER ANDERSON CHTD	19710		INV	02/10/2026	105.00	Attorney Fees CV09-23-
187883	1742	WILLIAMS MARGARET R. PLLC	10.15-12.15.25-1692		INV	02/10/2026	615.00	Attorney Fees CV09-25-
187884	1742	WILLIAMS MARGARET R. PLLC	09.10-12.14.25-1457		INV	02/10/2026	600.00	Attorney Fees CV09-25-
187885	3122	STURGELL JAY Q	Mileage AUG25-FEB26		INV	02/10/2026	255.38	Mileage CDA-SDPT RT
187886	965	CANON FINANCIAL SERVICES IN	42665010		INV	02/10/2026	322.98	Contract Charge & Mete
187887	1953	BONNER GENERAL HEALTH	SPHJ9613		INV	02/10/2026	52.88	ER Dept Visit - JK
187888	1953	BONNER GENERAL HEALTH	SPHJ9614		INV	02/10/2026	43.20	Xray of chest/ribs, Xr
187889	965	CANON FINANCIAL SERVICES IN	42665013		INV	02/10/2026	150.40	Ponderay
187890	965	CANON FINANCIAL SERVICES IN	42665014		INV	02/10/2026	41.38	Priest River
187891	4960	ACCESS	12026520		INV	02/10/2026	34.73	Shredding Services
187892	6551	GRIFFIN NORTH CO	1414		INV	02/10/2026	230.00	Headache Rack, Brake P
187893	4700	AMAZON CAPITAL SERVICES INC	11DL-MYCH-D79N		INV	02/10/2026	357.96	Marker Lights
187894	4700	AMAZON CAPITAL SERVICES INC	1R7V-W3KY-C7D1		INV	02/10/2026	445.20	Pens, Whiteout, Canned
187895	4980	AT&T MOBILITY LLC	287353536348JAN26		INV	02/10/2026	35.42	AIRPORT CELL PHONE - D
187896	122	BLUE SKY COMMUNICATION SITE	13753		INV	02/10/2026	9,499.87	Hoodoo Tower & Buildin
187897	3636	IDAHO STATE POLICE	IN3834		INV	02/10/2026	18,762.50	I LETS Quartley User &
187898	1933	CLIFFORD R BANDY	012726		INV	02/10/2026	968.00	D2 Shop, Electrical Re
187899	4446	DAY WIRELESS SYSTEMS	INV895884		INV	02/10/2026	11,306.01	Annual Site Rent, Gene
187901	2544	COLEMAN OIL COMPANY	INV-326332C		CRM	02/10/2026	-874.50	D2 Shop, Credit, DEF
187902	2544	COLEMAN OIL COMPANY	INV-326332A		INV	02/10/2026	755.70	D2 Shop, DEF
187903	3425	HYDRAULICS PLUS INC	26429		INV	02/10/2026	1,591.45	2TK39, Hydraulic Parts
187904	1900	AVISTA UTILITIES	9593270000JAN26		INV	02/10/2026	78.99	SDPT AIRPORT STREET LI
187905	3425	HYDRAULICS PLUS INC	26428		INV	02/10/2026	412.88	2TK28, Spinner Valve

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187906	1900	AVISTA UTILITIES	1155230000FEB26		INV	02/10/2026	315.26	BLUE LAKE GRANGE HALL
187907	2919	WASTE MANAGEMENT OF IDAHO I	0244093-1827-6		INV	02/10/2026	26.36	62067-75005 PUBLIC DEF
187908	6018	GENUINE PARTS COMPANY	267661		INV	02/10/2026	46.45	3TK29, Idler Pulley
187909	6018	GENUINE PARTS COMPANY	267095		CRM	02/10/2026	-66.00	3PU27, Core Return
187910	2320	NORTH 40 OUTFITTERS	051213/B		INV	02/10/2026	9.87	CSW05, Galvanized Caps
187911	2919	WASTE MANAGEMENT OF IDAHO I	0244182-1827-7		INV	02/10/2026	1,386.16	62114-65000 SHERIFF/JA
187912	2919	WASTE MANAGEMENT OF IDAHO I	0244273-1827-4		INV	02/10/2026	120.43	10-91011-73000 JUSTICE
187913	2919	WASTE MANAGEMENT OF IDAHO I	0244094-1827-4		INV	02/10/2026	217.00	62067-85003 COURTHOUSE
187914	2919	WASTE MANAGEMENT OF IDAHO I	0244237-1827-9		INV	02/10/2026	215.23	8-49284-85000 ADMIN BL
187915	2320	NORTH 40 OUTFITTERS	051160/B		INV	02/10/2026	53.92	D3, Fencing Supplies
187916	6018	GENUINE PARTS COMPANY	267489		INV	02/10/2026	36.44	1TK30, Air Filters
187917	6018	GENUINE PARTS COMPANY	267563		INV	02/10/2026	314.02	D1 Trucks, Filter Stoc
187918	5752	ALLIANT INSURANCE SERVICES	3422807		INV	02/10/2026	5,207.25	February EE Nav and Co
187919	2344	NORTHSIDE WATER USERS ASSN.	201		INV	02/10/2026	2,495.40	claim 20251229
187924	965	CANON FINANCIAL SERVICES IN	42665023		INV	02/11/2026	673.67	COPIER LEASE/USAGE - A
187925	2103	BROWN'S NORTHSIDE	S173256		INV	02/10/2026	1,675.35	3TR38, Shoes, Drums, H
187926	3822	FREIGHTLINER NORTHWEST	PC001670986:01		INV	02/10/2026	259.55	2TK33, Guide Pulley, B
187927	3822	FREIGHTLINER NORTHWEST	PC001670269:01		INV	02/10/2026	559.72	2TK24, Brake Chambers
187928	3822	FREIGHTLINER NORTHWEST	PC001671026:01		INV	02/10/2026	219.32	1TK35, Fuel Tank Band
187929	6018	GENUINE PARTS COMPANY	267275		INV	02/10/2026	69.98	1PU20, Disc Brake Pad
187930	2792	PAC WEST PARTS	61221		INV	02/10/2026	115.94	Signs, Post Pounder Re
187931	1481	PATTI'S ACTION AUTO SUPPLY	440262-1		INV	02/10/2026	61.57	2TK25, Magnetic Tray,
187932	5203	PAPE MACHINERY INC	16648561		INV	02/10/2026	306.78	D3 Equipment, Filters
187933	5203	PAPE MACHINERY INC	7009949		INV	02/10/2026	1,123.10	1GR22, Shifting Repair
187934	5203	PAPE MACHINERY INC	7010319		CRM	02/10/2026	-1,123.10	1GR22, Credit Due to W

WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187935	3329	PRIEST RIVER ACE HARDWARE	413322		INV	02/10/2026	58.52	2ST01, Rope and Wire C
187936	3329	PRIEST RIVER ACE HARDWARE	413351		INV	02/10/2026	53.31	D2 Shop, Galvanized Pa
187937	1663	SPOKANE HOUSE OF HOSE	INV9759		INV	02/10/2026	4.73	2TK18, Bushing
187938	1663	SPOKANE HOUSE OF HOSE	INV9751		INV	02/10/2026	629.23	2TK18, Gates, Plugs, S
187940	3162	TAYLOR & SONS CHEVROLET	152616		INV	02/10/2026	110.79	1PU28, Pedal
187943	3357	TIFCO INDUSTRIES	72168861		INV	02/11/2026	1,094.34	D2, Nuts, Screws, Fuse
187947	1779	WOOD'S CRUSHING & HAULING	58494		INV	02/11/2026	21,533.50	Emergency Flooding, Li
187948	2103	BROWN'S NORTHSIDE	S173270		INV	02/11/2026	37.66	3TR38, Bolts and Seals
187949	2103	BROWN'S NORTHSIDE	S173109		INV	02/11/2026	270.48	1EX01, Hose, Fittings,
187950	2103	BROWN'S NORTHSIDE	S173221		INV	02/11/2026	238.92	1TK35, Adapters, Fitti
187951	2320	NORTH 40 OUTFITTERS	051219/B		INV	02/11/2026	59.99	1TK35, Ball Valve
187952	6018	GENUINE PARTS COMPANY	268062		INV	02/11/2026	53.91	D1 Trucks, Filter Stoc
187953	6018	GENUINE PARTS COMPANY	267562		INV	02/11/2026	1,336.47	D3 Equipment and Truck
187955	5791	KARPEL COMPUTER SYSTEMS INC	76292		INV	02/11/2026	31,800.00	Inv. #76292 -Annual Ma
187956	2459	SELKIRK PRESS INC.	23255		INV	02/11/2026	147.22	Inv. #23255 - Business
187957	966	CANON USA INC	6014847342		INV	02/11/2026	151.57	Ser. #JWH02449 Inv. #6
187958	2220	GROVE HOTEL THE	964513		INV	02/11/2026	836.00	Resv. #964513 -L. Mars
187959	2220	GROVE HOTEL THE	964510		INV	02/11/2026	627.00	Resv. #964510 J. Kohou
187960	2334	NORTHERN LIGHTS INC.	50641560JAN26		INV	02/11/2026	305.01	SAGLE MUF 46575 HWY 95
187961	2220	GROVE HOTEL THE	964509		INV	02/11/2026	627.00	Resv. #964509 N. Adams
187962	2220	GROVE HOTEL THE	964512		INV	02/11/2026	627.00	Resv. #964512 C. Zemai
187964	1708	UNITED DATA SECURITY	151365		INV	02/11/2026	45.50	Inv. #151365 -Document
187966	3830	BONNER COUNTY DAILY BEE	0000044697-01062026		INV	02/11/2026	110.87	Legal publication #757
187967	3830	BONNER COUNTY DAILY BEE	0000044979-01132026		INV	02/11/2026	70.06	Legal publication #759

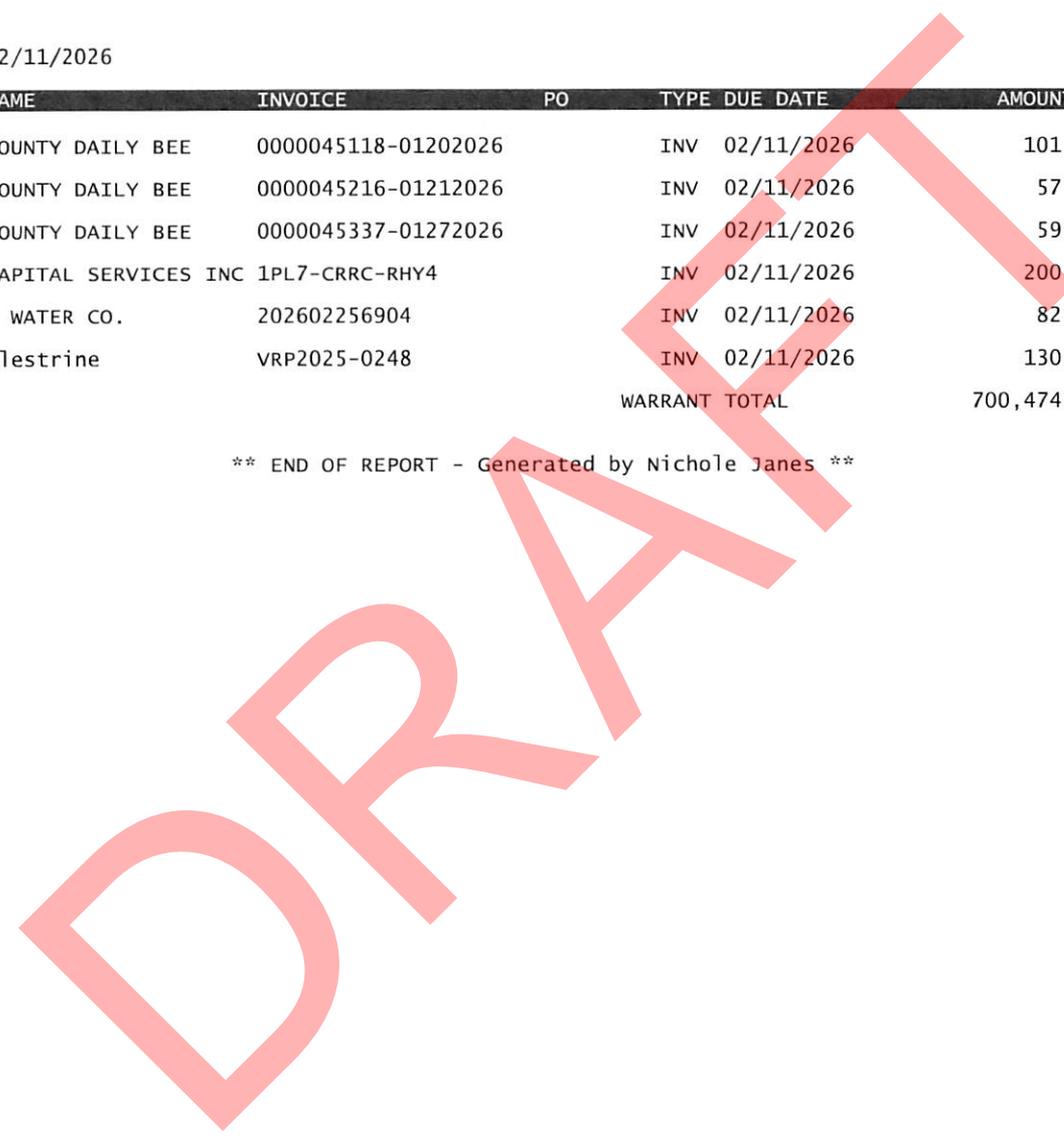
WARRANT LIST BY VOUCHER

WARRANT: BOC2026 02/11/2026

DUE DATE: 03/31/2026

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
187968	3830	BONNER COUNTY DAILY BEE	0000045118-01202026		INV	02/11/2026	101.63	Legal publication #760
187969	3830	BONNER COUNTY DAILY BEE	0000045216-01212026		INV	02/11/2026	57.74	Legal publication #760
187970	3830	BONNER COUNTY DAILY BEE	0000045337-01272026		INV	02/11/2026	59.28	Legal publication #761
187971	4700	AMAZON CAPITAL SERVICES INC	1PL7-CRRC-RHY4		INV	02/11/2026	200.30	Office supplies
187973	2003	CULLIGAN WATER CO.	202602256904		INV	02/11/2026	82.50	Bottled water
187976	9999	Joyce Balestrine	VRP2025-0248		INV	02/11/2026	130.00	Reimbursement of doubl
WARRANT TOTAL							700,474.02	

** END OF REPORT - Generated by Nichole Janes **





Bonner County
Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 17, 2026

CLERK
Item #2

MEMORANDUM

To: Bonner County Commissioners

Re: FY26 Demands in Batch #20

The Auditor's Office presented the FY26 Demands Batch #20; **Totaling \$65,044.35**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY26 Demands in Batch #20, totaling \$65,044.35.

Recommendation Acceptance: Yes No

Brian Domke, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

Demand

DATE: 02/11/2026 WARRANT: D2026 AMOUNT: \$ 65,044.35

COMMISSIONER'S APPROVAL REPORT

DRAFT

PREPAID INVOICE LIST

WARRANT: D2026 02/11/2026

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	VOUCHER	CHECK	COMMENT
CASH ACCOUNT: 000		1002	TREASURER ACCT/WARRANT ACCT							
6438	REGENCE BLUESHI	00001	260420000126		INV	02/11/2026	65,044.35	187965	177624	Regence Med & Phar
CASH ACCOUNT 000		1002					65,044.35			TOTAL

DRAFT



Bonner County

Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

February 17, 2026

Memorandum

Sheriff
Item # 1

To: Commissioners

From: Sheriff's Office

Re: City of Sandpoint Windbag Moorage Agreement

The Bonner County Sheriff's Office has moored a patrol vessel at the Windbag Marina for several years, which is owned and managed by the City of Sandpoint. This no-cost agreement seeks to continue that practice for the 2026 boating season and provides for a mutually agreeable one-year extension for 2027. The county does not have a suitable moorage location in the Sandpoint area, so this agreement allows the Marine Division to provide essential services to a busy portion of Lake Pend Oreille in a timely manner.

Auditing Review: **APPROVED**
Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Legal Review: **APPROVED**
Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: Original to BOCC
Original Agreement signature page to Sheriff's Office
Copy to BOCC, Auditor's Office

A suggested motion would be: **Based on the information before us, I move to approve the agreement with the City of Sandpoint and authorize the Chairman to sign on behalf of the county.**

Recommendation Acceptance: Yes No _____ Date: _____
Brian Domke, Chairman

AGREEMENT FOR SHERIFF'S BOAT MOORAGE BETWEEN THE CITY OF SANDPOINT AND BONNER COUNTY

In consideration of the mutual covenants and promises set forth in this Agreement, the City of Sandpoint (hereafter referred to as "City of Sandpoint"), a municipal corporation of the State of Idaho, and Bonner County, (hereafter referred to as "Bonner County"), a municipal corporation of the State of Idaho, do hereby agree as follows:

1. Purpose.

The purpose of this Agreement is to provide regular, seasonal Windbag Marina boat moorage for one (1) Bonner County Sheriff boat, as needed temporary moorage for 1-2 additional Sheriff boats, and as needed and approved in writing by the Mayor or designated/authorized City representative, moorage for Sheriff boats in the event of an emergency situation/response. Moorage to be effective on or after May 15, 2026 dependent on acceptable lake levels at BCMS Slip and shall continue through October 15, 2026, dependent on lake levels at BCMS Slip.

2. Location

Bonner County shall utilize BCMS Slip, as identified on Windbag Marina map attached hereto for reference. The sheriff boat to moorage at the second to the last slip at the end of the 700 dock. Bonner County is responsible for erecting signage that identifies the dock area reserved for Bonner County vessel.

3. Termination

This Agreement shall terminate October 15, 2026, unless terminated earlier by either party for any reason with 30 days' written notice. The parties may renew this Agreement for an additional one-year term, commencing May 15, 2027, upon terms and conditions mutually acceptable to them, by giving written notice on or before April 01, 2027.

4. Insurance

At all times material hereto, Bonner County shall keep and maintain a policy or policies of insurance covering losses resulting from general liability, personal injury and property loss, in amounts no less than the limits of liability provided Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act, for any losses sustained as a result of performance of each parties duties and responsibilities under this Agreement, naming the City of Sandpoint as Certificate Holder on each such policy or policies. Bonner County shall also keep and maintain an automobile and watercraft insurance policy or policies for each of its employees, in the same amounts stated above, insuring against losses related to operation of its vehicles or vessels in performance of its duties under this Agreement.

5. Indemnification.

To the extent allowed by law, Bonner County shall indemnify and hold the City of Sandpoint, its officials, officers, employees, agents and assigns, harmless from and/or against any and all claims, damages, and liabilities (including reasonable attorney's fees) that may be suffered or incurred or that arise as a result of and which are caused by Bonner County's wrongful acts or omissions in the performance of its duties

under this Agreement. This indemnification does not apply when such claims, damages, and liabilities are the result of negligent acts, errors, omissions or fault on the part of the City of Sandpoint, its officials, officers, employees, agents or assigns. Nothing contained in this indemnification provision shall waive, in any manner, the limits of liability provided to the City of Sandpoint specified in Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act.

6. General Provisions.

- a. This Agreement constitutes the entire agreement between the parties, and both parties acknowledge that there are no other agreements oral or otherwise that have not been fully set forth in the text of this Agreement.
- b. The parties agree that this Agreement cannot be amended or modified without the written concurrence of both parties.

In **Witness Whereof**, the parties hereto have caused this Contract to be executed and attested by their respective officers or representatives thereunto duly authorized.

City of Sandpoint

Bonner County

Jeremy Grimm
Mayor

Date

Date





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/05/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Redman & Company Insurance 1410 S Lincoln Way Ste 100 Coeur d'Alene, ID 83814 License #: 2888007	CONTACT NAME: Nicole Wilson PHONE (A/C, No., Ext): (208)664-5263 E-MAIL ADDRESS: nicole@redmaninsurance.com FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE INSURER A: Obsidian Specialty Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Bonner County 1500 HIGHWAY 2 SANDPOINT, ID 83864	

COVERAGES **CERTIFICATE NUMBER: 00002596-251003144202** **REVISION NUMBER: 6**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		ID-GL-BON001-26	10/01/2025	10/01/2026	EACH OCCURRENCE \$ 10,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		ID-GL-BON001-26	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll \$ 10,000 EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials/EPL Law Enforcement		ID-GL-BON001-26 ID-GL-BON001-26	10/01/2025 10/01/2025	10/01/2026 10/01/2026	Per Wrongful Act Per Occurrence \$ 10,000,000 10,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
County Government

CERTIFICATE HOLDER

CANCELLATION

City of Sandpoint 1123 Lake St Sandpoint, ID 83864	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  (NIC)
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