



Bonner County

Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY BOARD OF COMMISSIONERS' MEETING

September 2, 2025 – 9:00 AM

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

On Tuesday, September 2, 2025, the Bonner County Commissioners met for their regularly scheduled meeting. Commissioners Domke and Williams were present. Commissioner Williams called the meeting to order at 9:00 a.m. The Invocation was presented by Janine Shephard and the Pledge of Allegiance followed.

ADOPT THE ORDER OF AGENDA AS AMENDED

Commissioner Domke made a motion to amend the order by removing both of the Sheriff's Items at the request of the Sheriff's Office. Commissioner Williams seconded the motion. Roll Call Vote:

Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

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

CONSENT AGENDA – Action Item

- 1) Bonner County Commissioners' Minutes August 26, 2025
- 2) Catering Permit(s): Popeye's Lounge, Priest River
- 3) Liquor License(s): Utara Brewing Company (Transfer), Sandpoint; Utara Brewing Company, Sandpoint; Utara Brewing Company & Curry House, Sandpoint
- 4) Invoice(s) Over \$5k: Solid Waste (Northstar Clean Concepts, **\$17,963**; Titan Truck Equipment, **\$16,610.28**; Titan Truck Equipment, **\$11,111.10**); Sheriff (**Confidential**: Computers, **\$10,952.16**); Risk (Fox Autobody, **\$4,194.36**); Technology (**Confidential**: Clerk & Treasurer Financial Software, **\$55,153.44**)
- 5) HR: Job Description Update for Maintenance Technician
- 6) Plat(s) for Approval: MLD0018-25, Rumble Rock

Christian Jostlein, Risk Manager, discussed the claim for the invoice for Fox Autobody at the request of the Board. A brief discussion followed.

Commissioner Domke made a motion to approve the Consent Agenda less the autobody repair item from Risk. Commissioner Williams seconded the motion.

PUBLIC COMMENT:

- Wayne Martin – Commented on the damage to the vehicle and repair costs are expensive. Questioned the MLD listed on the Consent Agenda.

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

CLERK – Michael Rosedale & Jessica Stephany

- 1) Action Item: Discussion/Decision Regarding FY25 Claims Batch #47, \$1,136,846.36 and FY25 Demands Batch #47, \$1,000.00; **Totaling \$1,137,846.36**

Commissioner Domke made a motion to approve payment of the FY25 Claims and Demands in Batch #47, totaling \$1,137,846.36. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

- 2) Action Item: Discussion/Decision Regarding DebtBook Service Contract – Lease and Subscription Management Services

Commissioner Domke made a motion to approve the DebtBook Master Services Agreement and Order Form as presented for lease and subscription management services, effective October 1, 2025 through September 30, 2026. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

- 3) Action Item: Discussion/Decision Regarding FY2025 Budget Adjustment, Transfer from General Fund Contingency (Statutory Reserve) to Probation for Certification Pay; **Resolution**

Commissioner Domke made a motion to approve an FY2025 budget adjustment transferring \$32,939.00 within the General Fund from 01120-7860 (Contingency – Statutory Reserve) to 00661-6060 (\$27,082.00), 00661-6120 (\$3,786.00), and 00661-6130 (\$2,072.00) in Probation to fund retroactive and estimated certification pay through September 30, 2025, and to authorize the Clerk/Auditing to make the appropriate accounting entries, **Resolution # 2025-58**. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Domke – Yes. The motion carries.

SHERIFF – *These items were removed at the request of the Sheriff's Office.*

- 1) Action Item: Discussion/Decision Regarding Tower Lease Agreement (**Confidential**); **\$2,015.84**
- 2) Action Item: Discussion/Decision Regarding Kootenai Tribe of Idaho Inmate Housing Agreement

AIRPORT – Dave Schuck

- 1) Action Item: Discussion/Decision Regarding Lease Lots Survey at Sandpoint Airport
- Commissioner Domke made a motion that Bonner County enter into this contract for surveying lease lots and that the Chair sign administratively.
Commissioner Williams seconded the motion.

PUBLIC COMMENT:

- Wayne Martin – Asked about the nav equipment and costs as well as the requirements and size of the buildings to be built

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

NOXIOUS WEEDS – Chase Youngdahl

- 1) Action Item: Discussion/Decision Regarding Idaho Fish & Wildlife Foundation Grant Award – Noxious Weed Handbooks

Commissioner Domke made a motion to accept the grant award from the Idaho Fish & Wildlife Foundation in the amount of \$9,288.00 for the publication of local noxious weed handbooks and authorize the Chair to sign administratively. Commissioner Williams seconded the motion.

PUBLIC COMMENT:

- Wayne Martin – Commented on concerns surrounding QR codes for online access

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

ROAD & BRIDGE – Matt Mulder

- 1) Action Item: Discussion/Decision Regarding Fed-Aid Bridge Grant, Merritt Bridge Repairs, Design, Professional Services Agreement

Commissioner Domke made a motion to approve the Professional Services Agreement with HDR Engineers for Project No A024(620) – Key Number 24620 to design repairs to the Merritt Bridge. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

- 2) Action Item: Discussion/Decision Regarding FY2024 Local Highway Safety Improvement Program, Spirit Lake Cutoff Curves

Commissioner Domke made a motion to approve the Professional Services Agreement #97349 with JUB Engineers for the final design of the Spirit Lake Curves safety project in the amount of \$102,781.00.

Commissioner Williams seconded the motion.

PUBLIC COMMENT:

- Wayne Martin – Commented on the road and the hazard of the curves

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

- 3) Action Item: Discussion/Decision Regarding Selecting Professional Services from ITD Term Agreement; **Resolution Update**

Commissioner Domke made a motion to approve **Resolution #2025-59** authorizing Bonner County Departments to make selections from the ITD Term Agreement List for design work valued up to \$120,000. Commissioner Williams seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – 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

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
 - Clerk Michael Rosedale – Asked about the 988 service and the age range of children calling in
 - Jim Leighty – Appreciates Commissioner Williams' focus on Mental Health in Bonner County; it is important for LE to be trained in crisis intervention and the Sheriff's Office should work on this type of training

PUBLIC COMMENT* Opened at 10:04 AM

- Wayne Martin – Finds it enjoyable to come to these meetings without feeling tense or anxious; concerned with Executive Sessions and information discussed in ES being leaked to the public; commented on Dufort striping; appreciates the parking lot improvements; mental health should be a major concern, and we should be jumping ahead with that; commented on fire service and private water sources

The meeting was adjourned at 10:08 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 August 26, 2025 – September 1, 2025. Copies of the complete meeting minutes are available upon request.

On Tuesday, August 26, 2025, a Special Meeting with Justice Services was held pursuant to Idaho Code §74-204(4)

On Tuesday, August 26, 2025, an Executive Session was held pursuant to Idaho Code § 74-206(1)(B) Personnel

On Tuesday, August 26, 2025, a Special Meeting with Executive Session was held pursuant to Idaho Codes § 74-204(4) & 74-206(1)(D) Records Exempt

On Wednesday, August 27, 2025, a Planning Hearing was held pursuant to Idaho Code § 74-204(4)

ATTEST: Michael W. Rosedale

By Asia Williams
Commissioner Asia Williams, Chair

By Austin Schoeffel
Deputy Clerk

09.09.2025
Date