

**Minutes of Meeting**  
**Business Meeting**  
**April 13, 2021**  
**2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks, met to discuss the following agenda items. Also present were KCSO Captain Stuart Miller, Finance Director Dena Darrow, Auditor's Office Administrative Assistant Ronnie Davisson, Airport Director Steven Kjergaard, Information Technology (IT) Network Administrator Grant Kinsey, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Idaho Farm Bureau Regional Manager Bob Smathers.

**A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.

**B. Pledge of Allegiance:** KCSO Captain Stuart Miller led the Pledge of Allegiance.

**C. Consent Calendar (items to be approved listed below):**

**Minutes of Meetings:**

03/15/2021	Commissioners' Status Update
03/18/2021	Public Hearing/VAC20-0002/Hubbard/Community Development
03/18/2021	Public Defense Commission
03/22/2021	Airport & Airport Advisory Board Update
03/22/2021	Board of Community Guardians
03/22/2021	Commissioners' Status Update
03/23/2021	Optional Forms of Government Workshop
03/23/2021	Business Meeting
03/25/2021	MSF21-0001/Garnet Ranch 1 <sup>st</sup> Addition (Phase II)/Community Development
03/25/2021	VAR20-0014/Carter/Community Development
03/25/2021	Human Resources: Personnel Changes
03/29/2021	Idaho Department of Lands
03/29/2021	Commissioners' Status Update
03/29/2021	FY21 Solid Waste Budget Review
03/30/2021	Business Meeting
04/05/2021	Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.
04/08/2021	Community Development Update

**Board Actions:**

Treasurer's Monthly Settlements and Statements/March 2021  
Resolution 2021-10/Community Development Fee Schedule  
Resolution 2021-40 Cancellation of Taxes/Penalties/Interest/Idaho State Veterans' Home/AIN Nos. 313453; 313454; 313456; 313457; 313458; 313460  
Resolution 2021-41/Cancellation of Penalties & Interest/Smith-Bruna/AIN 121945

Human Resources/Personnel Changes: 4/1/21 Increase in Salaries/911 Communication Services

Human Resources/Personnel Changes: 4/8/21 Request for Temporary Payroll Technician/Auditor; Position Adjustment/Appraiser III to Appraiser I; Appraiser II to Appraiser I/Assessor; Position Adjustment from Customer Service Clerk III to II; Temp Permit Technician/New Planner II Position/Permit Technician/Community Development; Pay Adjustments/Prosecuting Attorney; Safety & Environmental Specialist/Wage Adjustment/Solid Waste; Seasonal Personnel Adjustment/Treasurer Hayden Area Regional Sewer Board/Payment Request Approval Form:Panhandle Area Council; Aqua Engineering; J-U-B Engineering  
PAF/SCF Report: BOCC Review PP8Human Resources  
BOCC Signatures for Indigent Cases: 4/1/21 through 4/7/21

Commissioner Leslie Duncan moved that the Board approve the Consent Calendar as it appeared on the agenda. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**D. Payables List (Action):**

Commissioner Duncan moved that the Board accept the Payables List for the week of April 5, 2021 through April 9, 2021 in the amount of \$688,721.37, with no jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**E. Changes to the Agenda (Action):** There were no changes to the agenda.

**F. Action Items:**

**Quitclaim Deeds (4)/Airport Land Release/Airport**

Airport Director Steven Kjergaard requested the Board's approval of four quitclaim deeds. He explained they were for the property between Wyoming Avenue, Airport Drive, Ramsey Road and Miles Avenue. He stated that the approximately 80 acres was to be split into four parcels of about 20 acres each.

Commissioner Duncan moved that the Board execute the four quitclaim deeds for the Airport land release. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

No representative from the Resource Management Office (RMO) was available at this time, so Chairman Fillios moved item two, "Amendment/Paratransit Demand Response Agreement/MV Transportation/Resource Management Office" to the end of the agenda.

**Settlement Agreement/Copier Services/Kelly Connect/Old Fortress/Auditor**

Finance Director Dena Darrow expressed thanks to Civil Deputy Prosecuting Attorney Pat Braden and Information Technology (IT) Network Administrator Grant Kinsey for their help in this issue. She stated that the County had not received invoices from this company during 2020.

Ms. Darrow reported that the company had settled for 50% of the face value of the invoices. She explained that since this was a prior year expense, they were asking to have it paid for through Contingency Funds. She said the total cost was \$2,787.66.

Commissioner Brooks moved that the Board approve the settlement agreement for copier services from Kelly Connect and Old Fortress, out of Contingency Funds. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

No representative from RMO was available at this time, so Chairman Fillios moved item four, "5339 Small Urban Funding Agreement/Idaho Transportation Department/Public Transportation Office/Resource Management Office" to the end of the agenda also.

**Ratify/Medical Services Contract/VitalCore/KCSO**

Chairman Fillios commented that the Board had approved this item during last week's Business Meeting. He said that an error had been made on that agenda, so they needed to ratify their vote today.

Commissioner Duncan moved that the Board ratify the medical services contract with VitalCore for the medical treatment for Jail inmates. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Mutual Assistance Agreement/Post Falls Police Department/KCSO**

Captain Miller requested the Board's approval of a mutual assistance agreement with Post Falls Police Department for the provision of extra coverage on the Spokane River during the summer months. He said the agreement allowed up to \$40,000 for the Post Falls MOU (Memorandum of Understanding) and an additional \$20,000 for KCSO overtime patrols, which would be covered out of salary savings. He asked that the overtime budget and salary savings be backfilled by the Board, should KCSO run out of funds in salary savings before the end of the fiscal year.

Commissioner Brooks moved that the Board approve the mutual assistance agreement with the Post Falls Police Department and KCSO, for the Marine Deputy Agreement, with the \$60,000 total coming from salary savings, that amount to be readdressed should KCSO get close to running out of funds under that part of their budget. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Approval/Remodel of Criminal/Civil Front Counters/District Court**

Auditor's Office Administrative Assistant Ronnie Davisson requested the Board's approval for beginning the remodeling of the Criminal and Civil Front Counters at District Court. She noted that this had been included in the last two budget cycles, but they were ready to begin. She explained the remodeling would provide six full work stations for the area and that the first payment would be \$5,725.

Commissioner Duncan moved that the Board approve the remodel of the Criminal/Civil Front Counters for District Court. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Maintenance Agreement/H&H Business Systems/Jail/KCSO**

Mr. Kinsey requested the Board's approval of a maintenance agreement with H & H Business Systems for a copier at the Jail.

Commissioner Brooks moved that the Board approve the maintenance agreement with H & H Business Systems, the Jail and KCSO. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Tax Deed Bids/AIN 300183/Russo/Boyayan**

Commissioner Duncan received and opened two envelopes containing Tax Deed Bids for AIN 300183. She stated the check from Russo was for \$2,800 and the check from Boyayan was for \$450. She noted that there was about \$4,500 owed on the property in back taxes and fees.

RMO Senior Program Manager Kimberli Riley entered the meeting via teleconference at 2:13 p.m.

Commissioner Duncan recommended that the Board accept the higher bid.

Commissioner Duncan moved that the Board approve the sale of AIN 300183 to Gina Russo for \$2,800, with fees and special assessments being paid first, then the remainder applied toward taxes owed. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**5339 Small Urban Funding Agreement/Idaho Transportation Department/Public Transportation Office/Resource Management Office**

This was previously listed as item four on the agenda.

Ms. Riley explained that this item was FTA (Federal Transit Administration) funding through ITD (Idaho Transportation Department), with Kootenai County as subrecipient, for Phase II of the Riverstone Transit Center. She said the amount from the federal agency was \$480,000 and would be used to complete about 65 park & ride stalls and other miscellaneous items.

Commissioner Duncan moved that the Board approve the 5339 Small Urban Funding Agreement with the Idaho Transportation Department for the Public Transportation Office for the agreed project. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**Amendment/Paratransit Demand Response Agreement/MV Transportation/Resource Management Office**

This was previously listed as item two on the agenda.

Ms. Riley explained that this amendment would extend the current agreement with MV Transportation for an additional year. She reminded the Commissioners that the group provided the Paratransit services. She noted it included a projection of about a 2% increase in their wages, but all other charges remained the same or were reduced.

Commissioner Brooks moved that the Board approve the amendment to the Paratransit Demand Response Agreement between MV Transportation and the Resource Management Office. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

Chairman Fillios pointed out that this week was designated for appreciation of Telecommunicators.

Captain Miller confirmed that during Telecommunicators' week, 911 operators were honored for their services.

- G. Public Comment (Discussion):** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.

Regional Manager Idaho Farm Bureau Bob Smathers provided the Commissioners with series of documents provided by his organization. He thanked Chairman Fillios for attending their meeting last week. He asked that the Board consider writing a letter in response to Congressman Simpson's proposal to remove certain dams on the Columbia River Basin. He noted that his group was opposed to the idea.

Ms. Darrow and Captain Miller exited the meeting at 2:19 p.m.

- H. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:23 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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