

Minutes of Meeting
Business Meeting
January 12, 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 Prosecutor Barry McHugh, Human Resources (HR) Generalist – Benefits and Compensation Dorothy Cross, Solid Waste (SW) Director John Phillips, Airport Director Steven Kjergaard, Finance Director Dena Darrow, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, KCSO Lieutenant Ryan Higgins, Office of Emergency Management (OEM) Administrative Assistant Rachel Irish, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorneys Jamila Holmes and R. David Ferguson, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were University of Idaho Extension 4-H Educator Sharla Wilson, Contractor Shawn Riley, North Idaho Fair General Manager Alexcia Jordan and City of Post Falls Deputy Civil Attorney Field Herrington. Commissioner Brooks, Mr. Snyder, Ms. Irish, Ms. Riley, Mr. Riley, Ms. Jordan, Lieutenant Higgins, Ms. Cross, Mr. Ferguson and Mr. Herrington were present via teleconference.

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

- B. Pledge of Allegiance:** Civil Deputy Prosecuting Attorney Jamila Holmes led the Pledge of Allegiance.

- C. Consent Calendar (items to be approved listed below):**
Minutes of Meetings:
 - 12/29/2020 Business Meeting
 - 12/30/2020 Human Resources: Personnel Changes
 - 12/31/2020 Community Development Update
 - 01/04/2021 Advisory Board Interview
 - 01/04/2021 Solid Waste Update
 - 01/04/2021 Commissioners’ Status Update
 - 01/05/2021 Advisory Board Interview
 - 01/05/2021 Business Meeting
 - 01/06/2021 Requests for Cancellation of Taxes

Board Actions:

PAF/SCF Report: BOCC Review PP02/Week 1/Human Resources
BOCC Signatures for Indigent Cases: 12/31/2020 through 1/6/2021
Treasurer’s Monthly Settlements and Statements/December 2020
Assessor’s Adjustment to Tax/Valuation/AIN No. 123689
Treasurer’s Request for Adjustment to Solid Waste Fees/AIN No. 128940

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 January 4, 2021 through January 8, 2021 in the amount of \$777,924.44, 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):

Commissioner Duncan asked that the Board add an emergency item to the agenda. She explained that a snowgroomer belonging to the State had broken down and was stuck on a trail. She said it could not be towed, so it would have to be fixed in place.

Commissioner Duncan moved that the Board add this item to the agenda, due to its emergency nature and not being able to move a \$350,000 piece of equipment that did not belong to the County. 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.

F. Action Items:

Emergency Item: Snowgroomer Equipment stuck on Trail/Snowgroomers

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder confirmed the information reported by Commissioner Duncan. He stated that the repair was estimated at about \$13,000, which would be initially paid by the County and reimbursed by the State.

Commissioner Duncan moved that the Board approve the expenditure of \$13,000 to fix the snowgroomer, to be reimbursed by IDPR (Idaho Department of Parks and Recreation). 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.

Public Hearing: Transfer Property/County Deed/Portion of AIN 244576/Resolution 2021-03/City of Post Falls/Solid Waste

Solid Waste (SW) Director John Phillips explained that the City of Post Falls wished to annex property located to the north and south of the Prairie Transfer Station. He stated that SW did not wish to have the whole property annexed by Post Falls, but annexation rules stated that annexed property had to be contiguous. He said that by deeding a portion of the land to the City of Post Falls, the property would be considered contiguous and that would allow them to proceed as planned. He noted that Resolution 2021-03 was not for the actual transfer of property at this time, but was a commitment that it would occur upon execution of a written agreement after the Notice of Intended Transfer had been published per Idaho Code.

City of Post Falls Deputy Civil Attorney Field Herrington indicated their willingness to proceed.

There were no other public comments.

Commissioner Duncan moved that the Board end public testimony and enter into deliberations. 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.

Commissioner Duncan moved that the Board approve Resolution 2021-03, the partial portion of AIN 244576 to be given to the City of Post Falls. 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.

Mr. Phillips and Civil Deputy Prosecuting Attorney Jamila Holmes exited the meeting at 2:08 p.m.

Open/Requests for Proposals/Construction Manager/General Manager Services/Airport Snow Removal Equipment Building/Airport Administration Facility/Airport

Commissioner Duncan noted that it was not required that they open the proposal from Fisher Construction Group, just acknowledge receipt and state that it would go to the Airport and to Legal for review.

Commissioner Duncan moved that the Board acknowledge receipt from the Fischer Construction Group of Spokane Washington for the CMGC process for the Snow Removal Building at the Airport. 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.

Additional Funding Request/Vessel Fund Balance Account or Recreational Boating Safety Grant/Safe Boat Defender 25; Dual Outboard Patrol Boat/KCSO

KCSO Lieutenant Ryan Higgins reminded the Board that they had previously approved \$120,000 to buy a patrol boat and that KCSO had been searching actively for one. He stated that this boat's price was \$125,000, but that the owner would deliver it from Florida as part of the deal. He noted that it would cost about \$7,000 to have it shipped by someone else, so the County would save some money. He asked that the Board approve the additional \$5,000 they needed.

Lieutenant Higgins confirmed that the boat had been examined by a mechanic of their choosing and was in very good condition.

Commissioner Duncan moved that the Board approve the additional \$5,000 for the purchase of the Safe Boat for KCSO Marine Division. 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.

Memorandum of Understanding/Use of Kootenai County Office of Emergency Management Facility during Coronavirus Pandemic/Panhandle Health District/Office of Emergency Management

Office of Emergency Management (OEM) Administrative Assistant Rachel Irish requested the Board's approval of the MOU (Memorandum of Understanding) which would allow Panhandle Health District (PHD) to move part of their call center to the new OEM building during the pandemic. She stated that PHD would be responsible for all of expenses for janitorial service, internet and any other costs incurred. She confirmed that PHD would not be using the space for a vaccination site.

Commissioner Duncan moved that the Board approve the Memorandum of Understanding for the use of the Kootenai County Office of Emergency Management Facility during the Coronavirus Pandemic with Panhandle Health District. 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.

Grant Application RV2022-09/Kootenai County Fairgrounds RV Park – Phase IV/Idaho Parks and Recreation/ North Idaho Fair Board/Resource Management Office/ Fairgrounds

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board’s approval of their grant application RV2022-09 for the Kootenai County Fairgrounds RV Park Phase IV. She said they would like to apply for \$495,465 total, with \$470,500 from Idaho Parks & Recreation and \$24,965 match commitment from the North Idaho Fair Board.

Commissioner Duncan moved that the Board approve the grant application RV2022-09 for the Kootenai County Fairgrounds RV Park Phase IV with Idaho Department of Parks and Recreation. 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.

Grant Application/FY21 Innovia Community Grant/Family Justice Center/Innovia Foundation/Resource Management Office/Kootenai County Prosecutor

Prosecutor Barry McHugh commented this was the second time he had come before the Board to seek a grant from the Innovia Foundation to pay for a study of whether a Family Justice Center was needed. He said that the foundation had turned much of its funding toward the COVID-19 situation last year, but it seemed that they might be able to consider to additional subjects this year.

Prosecutor McHugh asked the Board to give permission for them to apply for the grant and agree to be the conduit for the funding to the contractor that would perform the study. He confirmed that Ada, Canyon and Bonner Counties all had Family Justice Centers.

Commissioner Duncan moved that the Board approve the grant application for the FY21 Innovia Community Grant for the Family Justice Center. 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.

Prosecutor McHugh exited the meeting at 2:17 p.m.

Memorandum of Agreement/Reconnaissance Survey of the Cougar Gulch Area/Grant #CLG-2020-008/State Historic Preservation Office/Resource Management Office

Ms. Riley requested the Board’s approval of a Memorandum of Agreement between the State Historic Preservation Office and Kootenai County, regarding a reconnaissance survey of the Cougar Gulch area. She stated that this would pay for the survey, in the amount of \$4,906, with an in-kind match required.

Commissioner Duncan moved that the Board approve the Memorandum of Agreement for the reconnaissance survey of the Cougar Gulch area, grant #CLG-2020-008, between the State Historic Preservation Office and our Historic Preservation Commission. 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.

Final 2021 Renewals and Costs/Administrative Services Contract/ASC Fee Schedule Addendum/Stop-Loss Insurance Agreement Experience Rated Refund Program Addendum/Stop-Loss Rate Cap Guarantee Addendum/Stop-Loss Fee Schedule Addendum/Regence Blueshield of Idaho/Human Resources

Human Resources (HR) Generalist – Benefits & Compensation Dorothy Cross requested the Board’s approval of the final 2021 renewals and costs. She noted that the Board had approved most of the individual costs included already; this was just a formal contract collecting them together. She confirmed there were no changes to information the Board had already received.

Commissioner Duncan moved that the Board approve the final 2021 renewals and costs for the Administrative Services Contract, ASC Fee Schedule, Stop-Loss insurance cap rate, Stop-Loss Fee Schedule Addendum with Regence Blueshield of Idaho as listed on the Business Meeting Agenda. 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.

Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 2:20 p.m.

Agreement/University of Idaho Extension Office/Board of Commissioners

Chairman Fillios explained this item was for the University of Idaho Extension Office’s yearly funding.

Commissioner Duncan moved that the Board approve the agreement for the University of Idaho Extension Office for FY21. 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.

Advisory Board Reappointment/Mauser/Appoint DeRose/Piedmont/Historic Preservation Commission

Commissioner Duncan moved that the Board reappoint Laurie Mauser for a three year term, ending December 31, 2023, appoint Jennifer DeRose for a three year term, ending December 21, 2023, and appoint Joseph Piedmont to fill the vacant spot through December 31, 2022. 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.

Advisory Board Reappointments/Levine/Rose/Appoint Krueger/Planning & Zoning Commission

Mr. Braden stated that Commissioner Rose’s term had expired at the end of December 2020 and she was going to be reappointed into the unexpired two year term Bingham Van Dyke had vacated. He reminded the Board that they could remove a member of the Planning and Zoning Commission for cause at any time. He added that he felt David Levine had done an excellent job as the Chair of the Commission.

Commissioner Duncan moved that the Board appoint David Levine for a three year term, ending December 31, 2023, appoint Connie Krueger for a three year term, ending December 31, 2023, and reappoint Deborah Rose for a two year term expiring December 31, 2022. 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.

- 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. There were no public comments.

H. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:24 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
