

**Minutes of Meeting  
Commissioners' Status Update  
January 25, 2021  
11:00 a.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 Treasurer Steve Matheson, Solid Waste (SW) Director John Phillips, SW Principal Planner Lauren Chaffin, Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, BOCC Communications Manager Nanci Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley. Commissioner Brooks was present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion):**

**New Building Coordination/Management Effort**

Chairman Fillios noted that Contractor Shawn Riley planned to retire completely from County service at the end of February. He asked for input regarding project management for the new building.

Commissioner Leslie Duncan said Mr. Riley had suggested that the architects work directly with the Board. She offered to act as liaison during the design part of the process and suggested that Chairman Fillios step in once the construction began. She pointed out that Mr. Riley's skill set and knowledge were not replaceable, but the Board would have to cope.

Mr. Riley commented that LCA (Lombard-Conrad Architects) had not voiced any concerns about proceeding in that way. He offered some suggestions to the Commissioners for the future.

Chairman Fillios asked BOCC Senior Business Analyst Nanci Plouffe if she would be willing to add her expertise to the project.

Ms. Plouffe said she would be happy to participate.

Commissioner Bill Brooks said he thought that was an excellent idea.

Commissioner Duncan voiced her support as well.

Mr. Riley noted that he would be turning his laptop, containing all his past project records, over to the County when he retired, so the Commissioners could use that as a resource.

### **Financing Options for New Building**

Commissioner Brooks suggested that Finance Director Dena Darrow and Treasurer Steve Matheson meet with the Board for further discussions of financing the new building. He noted that the Board would need to know how the Legislature's plans would affect the County's ability to fund the project, so the meeting would have to be planned for after that was settled. He added that he would like to see suggestions for the use of the Kootenai Electric building's space and realistic space needs of each department.

No objections were voiced by those present.

### **Pending Items Status Review – List Attached**

#### Citizen Advisory Committee

Commissioner Brooks reported this was still on hold.

#### County Form of Government Study Committee

Commissioner Brooks said he hoped to have the bylaws completed in the next week or two.

#### Facilities Expansion

Commissioner Duncan stated that there was a meeting tentatively scheduled for February.

Mr. Riley said he thought the meeting would be about the third week of February and that Cory Trapp from Longwell Trapp Architects and Ken Gallegos, Russel Moorhead and Ben Bernier from Lombard-Conrad Architects would attend.

#### PAC Airport Lease

Commissioner Duncan said that Wally Jacobsen had a proposal almost ready for submission to Airport Director Steven Kjergaard.

#### 1A/B Audio Upgrade

Ms. Jones confirmed that she did not yet have additional information for the Board on this.

#### Financial Snapshot

Chairman Fillios reminded those present this would be addressed on the first Status Update of each month.

- D. **Public Comment:** 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.
- E. **Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:15 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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