

**Minutes of Meeting
Business Meeting
January 26, 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 Sheriff Robert Norris, KCSO Undersheriff Dan Mattos, KCSO Captains Kevin Smart and Andy Deak, KCSO Lieutenant Nancy Ellis, Finance Director Dena Darrow, Airport Director Steven Kjergaard, County Assistance Manager Shelly Amos, Civil Deputy Prosecuting Attorneys R. David Ferguson and Pat Braden, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley and Kootenai County Resident Summer Bushnell. Commissioner Brooks, Mr. Kjergaard, Mr. Ferguson, Mr. Braden, Mr. Riley and Ms. Amos were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** KCSO Undersheriff Dan Mattos led the Pledge of Allegiance.

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

Minutes of Meetings:

01/06/2021 Advisory Board Interview
01/12/2021 Commissioners' Status Update
01/12/2021 Business Meeting
01/12/2021 Sheriff's Office
01/14/2021 Human Resources: Personnel Changes
01/14/2021 Emergency Meeting – Kootenai County Windstorm IC §74-204(2)
01/21/2021 Community Development Update

Board Actions:

Letters of Denial: New Life Community Church/AIN 162188; 162190; & 182821;
Overby/AIN 262125
Resolution 2021-01/Cancellation of Taxes, Penalties & Interest/AIN 101750/1607
Lincoln LLC
Resolution 2021-02/Cancellation of Taxes, Penalties & Interest/AIN 173521/Kootenai
County Surplus Property
Resolution 2021-04/Adjust Taxes to Reflect VA Reduction/Marks/AIN 171570
Resolution 2021-07/Waiver of Taxes/Penalty/Interest/Agricultural
Exemption/Panerio/AIN 308997
Resolution 2021-10/Authorizing Accelerated Building Permit Procedures to Remedy
Windstorm Damage and Establishing Permit Fee
Expedited Payment Request/Boat Purchase/KCSO
PAF/SCF Report: BOCC Review PP03/Week 1
BOCC Signatures for Indigent Cases: 1/14/21 through 1/20/21

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 January 18, 2021 through January 22, 2021 in the amount of \$1,012,643.76, 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:

Supplemental Agreement No. 1/Partial Perimeter Fence Project/Automated Gate/3-16-0010-050-2020/Idaho Fence/T-O Engineers/Airport

Airport Director Steven Kjergaard asked the Board to approve a supplemental agreement for the Partial Perimeter Fence Project. He said that the FAA (Federal Aviation Administration) had approved the inclusion of the gate and would pay the additional cost in full.

Commissioner Duncan moved that the Board approve the Supplemental Agreement No. 1 for the Partial Perimeter Fence Project automatic gate with T-O Engineers, Project Number 3-16-0010-050-2020. 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.

Lease Agreement/AAL-2020-998/Fightertown, LLC/Airport

Mr. Kjergaard requested approval from the Board for a new lease agreement, AAL-2020-998, with Fightertown, LLC. He said the annual revenue from the lease would be \$6,422.

Commissioner Duncan moved that the Board approve Lease Agreement AAL-2020-998, Fightertown, LLC. 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.

Termination of Lease/AAL-2019-950 Bowling/Airport

Ground Lease/AAL-2020-992/ Young Ideas, LLC/Airport

Chairman Fillios stated that item three and item four on the agenda could be handled with one motion.

Mr. Kjergaard requested the Board's approval of the termination of lease AAL-2019-950, with Bowling and the new lease for the property, AAL-2020-992, with Young Ideas, LLC. He said the annual revenue from the new lease would be \$3,621.28.

Commissioner Duncan moved that the Board terminate lease AAL-2019-950, with Bowling and approve Ground Lease AAL-2020-992, with Young Ideas, LLC. 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.

Reallocation of Civil Funds/KCSO

KCSO Captain Kevin Smart requested the Board's approval of the reallocation of civil funds. He explained the \$44,240.48 came from civil fees related to old files and they were unable to track the specific origin of the money. He reported that Civil Deputy Prosecuting Attorney Darrin Murphey agreed with a suggestion from Senior Staff Accountant Melissa Merrifield that the funds be moved to the Justice General Fund 15. He said they would be earmarked by the Auditor's Office against a time when documents were received showing someone was entitled to it.

Civil Deputy Prosecuting Attorney R. David Ferguson recommended that a resolution should be brought before the Board to finalize this process.

Commissioner Duncan moved that the Board approve the reallocation of Civil Funds in the amount of \$44,240.48 to Justice General Fund 15, with a resolution to be brought forward at the next Business Meeting. 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.

Food Service and Commissary Agreement/Summit Food Service/Jail/KCSO

KCSO Captain Andy Deak requested the Board’s approval of a new, three-year contract for the Jail with Summit Food Service. He said that they had been working with this company for the past four years and were satisfied with their service.

Mr. Ferguson remarked that he had included an appropriations clause as an addendum to the agreement, since it was a multi-year contract.

Commissioner Duncan moved that the Board approve the Food Service and Commissary Agreement, including Addendum A, with Summit Food Service. 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.

Allocating Assigned Fund Balance/Attorney Center Project/Auditor/Board of Commissioners

Commissioner Duncan stated that the Board had not yet made the transfer of the funds for this project. She said this item would allocate assigned fund balance to be put into a project code, to allow payment of related bills. She added that the amount of the initial appropriation was \$693,000.

Finance Director Dena explained that, at the beginning of the year, there was over \$5 million in a general building account. She said that the remainder of the money from buying the KEC (Kootenai Electric Cooperative) building, \$65,000, was put into this project fund for the new building.

Commissioner Duncan moved that the Board approve allocating assigned fund balance to the Attorney Center Project in the amount of \$693,000. 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.

Contract/Attorney Center Project/Lombard-Conrad Architects/Board of Commissioners

Contractor Shawn Riley stated this was a contract for the design services for the Attorney Center Project in the amount of \$693,600. He pointed out that there was only \$65,000 in the project account at the moment, of which \$33,000 had been paid to Lombard-Conrad Architects already.

Mr. Riley called attention to FF&E (Fixtures, Furniture & Equipment), in the amount of \$597,302.40, had not been included in the contract. However, he said that this could be added to the contract at a later date.

Commissioner Duncan moved that the Board approve the contract for the Attorney Center Project with Lombard-Conrad Architects. 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.

Contract/Marine Storage Building/Longwell-Trapp Architects/Marine/KCSO

Mr. Riley requested the Board's approval of the contract for the Marine Storage Building with Longwell-Trapp Architects. He said this contract was for design and construction oversight in the amount of \$10,000.

Commissioner Duncan moved that the Board approve the contract for the Marine Storage Building with Longwell-Trapp Architects. 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.

Ms. Darrow exited the meeting at 2:15 p.m.

Resolution 2021-11/Classify Records/County Assistance

Resolution 2021-12/Destroy Records/County Assistance

Chairman Fillios stated that items ten and eleven could be covered in one motion.

County Assistance Manager Shelly Amos requested the Board's approval of Resolution 2021-11 and 2021-12, for the classification and destruction of records.

Commissioner Duncan moved that the Board approve Resolution 2021-11 and 2021-12, for the classification and destruction of records, per state law, by County Assistance. 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.

Kootenai County Resident Summer Bushnell asked the Commissioners to define the term “special interest group.” She explained she had questions regarding proposed state legislation.

Chairman Fillios explained that the Public Comment section of the meeting was intended for content related to the items discussed. He suggested Ms. Bushnell contact the Board by email and they would be glad to provide any information they could.

Commissioner Duncan suggested that Ms. Bushnell email her and said she would investigate the matter.

H. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:20 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
