

Minutes of Meeting
Business Meeting
February 8, 2022
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 Coroner Warren Keene, M.D., Chief Deputy Assessor Allyson Knapp, Solid Waste (SW) Director John (JP) Phillips, Airport Director Steven Kjergaard, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, Finance Director Dena Darrow, KCSO Sergeant Chris Case, KCSO 911 Communication Services Administrator Collin McRoy, Information Technology (IT) Application Systems Manager Matt Snow, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Administrative Supervisor Leighanna Keiser, BOCC Senior Business Analyst Nanci Plouffe, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Ms. Riley and Mr. Snyder were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** BOCC Administrative Supervisor Leighanna Keiser led the Pledge of Allegiance.
- C. Changes to the Agenda: (Action):** There were no changes to the Agenda.
- D. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

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|------------|---|
| 01/19/2022 | Elected Officials |
| 01/25/2022 | Business Meeting |
| 01/25/2022 | Airport & Airport Advisory Board Update |
| 01/27/2022 | Human Resources: Personnel Changes |
| 01/28/2022 | Advisory Board Interview |
| 02/01/2022 | Business Meeting |
| 02/02/2022 | Historic Preservation Commission |
| 02/02/2022 | Requests for Cancellation of Taxes |

Commissioner Duncan moved that the Board approve items one through eight on the agenda, the submitted minutes for approval. 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. Consent Calendar (items to be approved listed below):**

Board Actions:

Property Evaluation Adjustment Due to a Homeowner’s Exemption
BOCC Signatures for Indigent Cases: 01/27/2022 – 02/02/2022
Resolution 2022-13/Cancellation of Taxes, Penalties and Interest/AIN
214962/Northwest Place/HK Holding LLC
Resolution 2022-14/Cancellation of Taxes, Penalties and Interest/Idaho Transportation
Department/AIN 112975/AIN 180080
Resolution 2022-15/Adjust Taxes to Reflect Circuit Breaker/Winston/AIN 148871
Denial/Request for Cancellation of Late Charges/The Hagadone Corporation/Multiple
Parcels
Hayden Area Regional Sewer Board (HARSB) – STRATA; Huber Technology; Panhandle
Health District; CDA Crane and Construction; Whitney Equipment Co.; JTL Engineering;
AQUA Engineering; Panhandle Area Council; Century West; J-U-B; TML Construction;
City of Hayden
Human Resources PAF/SCF Report for FY22 PP04 Week 1

Commissioner Duncan moved that the Board approve items nine through sixteen as part of the Consent Calendar. 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. Payables List (Action):

Commissioner Duncan moved that the Board accept the Payables List for the week of January 31, 2022 through February 4, 2022 in the amount of \$406,615.29, 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.

G. Business:

Bid-Award Bid #2022-01/Landfill Operations Building Recommendation/Solid Waste (Action)

Solid Waste (SW) Director John Phillips reminded the Commissioners that SW had received a single bid for this project and it had been much higher than the amount they had budgeted. He stated that SW recommended that the bid be rejected and asked the Board to approve it.

Commissioner Duncan moved that the Board reject Bid #2022-01 for the Landfill Operations Building. 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 exited the meeting at 2:03 p.m.

Avista Electric Service Agreement Stateline Park Bridge/AVISTA/Parks & Waterways (Action)

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval of the Avista Electric Service Agreement for Stateline Park Bridge. He stated that the contract amount was \$44,796 and would be paid from funds from the Joint Powers Account and a donation from the Centennial Trail Foundation.

Commissioner Brooks moved that the Board approve the Avista Electric Service Agreement for the Stateline Park Bridge. 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.

Grant Application/2022 Coronavirus Emergency Supplemental Funding (CESF) Program/Idaho State Police \$71,094/No Match Requirement/Sheriff – Jail (Action)

KCSO Sergeant Chris Case requested the Board's approval of a grant application to be submitted to the 2022 Coronavirus Emergency Supplemental Funding (CESF) Program. He stated that this would not supplant other funding and the \$71,094 grant had no match requirement. He said the money would be used to buy personal protective equipment (PPE) and other safety gear to be used to combat contagious outbreaks at the Jail.

Commissioner Duncan moved that the Board approve the grant application for the 2022 Coronavirus Emergency Supplemental Funding Program with the Idaho State Police, for the Jail. 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.

Sergeant Case exited the meeting at 2:06 p.m.

FY22 Agreement/University of Idaho Extension Office/BOCC (Action)

BOCC Administrative Supervisor Leighanna Keiser requested the Board's approval of the annual agreement with the University of Idaho Extension Office. She noted that the

University had been delayed in getting the document to the County; its effective date was actually October 1, 2021 and would run through September 30, 2022. She stated that \$159,519 had been included in the budget for this purpose. She confirmed it included the \$36,000 for the second year of their two year lease agreement.

Ms. Keiser said that she made one change to the contract, related to submission of invoices and payments.

Commissioner Brooks moved that the Board approve the FY22 Agreement with the University of Idaho Extension 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.

Correspondence – Board Approval: Update to Coeur d’Alene Airport Minimum Standards/Airport (Action)

Airport Director Steven Kjergaard requested the Board’s approval of the updated Coeur d’Alene Airport Minimum Standards document. He stated that the Airport Advisory Board had recommended the approval. In response to a question about other involved parties, he said that the Pilots Association had voiced discontent with the document and asked that it be fully rewritten.

Commissioner Duncan asked for clarification of information on Page 16 of the document, which related to utility infrastructure for new construction.

Mr. Kjergaard explained that the Airport would not be involved with utility connection points of single construction parcels but would be in the case of multiple parcel projects.

Commissioner Duncan also asked about the exclusion of item “d” on page 56.

Mr. Kjergaard indicated that it had been removed as redundant, since the requirement would have been covered by a statement included earlier in the document.

Commissioner Duncan moved that the Board approve the update to the Coeur d’Alene Airport Minimum Standards. 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.

Chief Deputy Treasurer Jill Smith and Treasurer’s Office Treasury Specialist Supervisor Mary Bidwell entered the meeting at 2:12 p.m.

Mr. Kjergaard exited the meeting at 2:13 p.m.

Approve Extension of Professional Service Agreement – Stan Brennan/Information Technology (Action)

Information Technology (IT) Application Systems Manager Matt Snow requested the Board’s approval of an extension to the Professional Services Agreement with Stan Brennan.

Commissioner Brooks moved that the Board approve the extension of the Professional Service Agreement with Stan Brennan for Information Technology. 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.

Mr. Snow exited the meeting at 2:14 p.m.

To Approve Contract/Galena Consulting/BOCC (Action)

Commissioner Duncan said she had noticed that the original contract had included Sheriff’s Office, Jail, Coroner’s Office and Parks, but the most recent copy did not include Parks and the price had dropped by \$15,000.

Commissioner Brooks said he had not asked for it to be dropped.

Commissioner Duncan said she did not know why Anne Wescott would have given them a contract that did not contain all four.

Commissioner Brooks said he would follow up on this before they proceeded with this agreement.

Advisory Board: Appointment – Waterways – Dixon – Term Ending 12/31/2024/BOCC (Action)

Advisory Board: Appointment – Waterways – Price – Term Ending 12/31/2024/BOCC (Action)

Chairman Fillios said that they could address items 25 and 26 from the agenda together, since they were for appointments to the same Advisory Board.

Commissioner Duncan moved that the Board approve the appointment to the Waterways Advisory Board of Dixon and Price, both terms to end 12/31/2024. 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: Appointment – North Idaho Fair – Kirking – Alternate – Term Ending 12/31/2025/BOCC (Action)

Advisory Board: Appointment – North Idaho Fair – Petit – Alternate – Term Ending 12/31/2025/BOCC (Action)

Chairman Fillios said that they could address items 27 and 28 from the agenda together, since they were for appointments to the same Advisory Board.

Commissioner Duncan moved that the Board approve the appointments for the North Idaho Fair Advisory Board Alternate Positions of Kirking and Petit, with terms expiring on 12/31/2025. 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: Appointment – Noxious Weeds – Hanson – Reappointment – Term Ending 12/31/2023/ BOCC (Action)

Commissioner Duncan moved that the Board approve Hanson for reappointment to the Noxious Weeds Advisory Board, with a term expiring 12/31/2023. 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: Appointment – Fleet Management – John Hunt/BOCC (Action)

Commissioner Duncan moved that the Board approve the appointment of John Hunt to Fleet Management. 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.

Resolution 2022-12/Surplus Equipment and Assets Deletion KCSO 911/911 (Action)

KCSO 911 Communication Services Administrator Collin McRoy requested the Board's approval of Resolution 2022-12, to declare certain items surplus, delete their asset numbers and dispose of them in accordance with County policy.

Commissioner Brooks moved that the Board approve Resolution 2022-12 for the surplus of equipment and asset deletion for KCSO 911. 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.

Civil Deputy Prosecuting Attorney R. David Ferguson exited the meeting at 2:20 p.m.

Updates from Idaho Association of Counties Midwinter Conference (Discussion)

Commissioner Duncan reported on the key items she took away from the Idaho Association of Counties Midwinter Conference last week. She said that more property tax relief would be coming, but she was not sure what form it would take. She stated that eliminating the Charity Levy was under consideration, as was having Public Defense funded at 100% by the state. She added that, if that went through, the County would have to reduce its property tax budget by the amount it normally supplied to the Public Defenders.

Commissioner Duncan said that the legislature was considering a bill about the reserves the County was allowed to retain. She stated that taxing entities would be allowed to hold six months reserve plus a one month Rainy Day Fund. She estimated that Kootenai County would be able to hold about \$50 million as reserves if that passed.

Commissioner Duncan said that she had checked again with the Director of the Idaho Department of Corrections about the possible location of a reentry center in Kootenai County. She said that he confirmed that they would not consider this unless there was public support for the plan.

In addition, she commented that a very good training was offered on Executive Sessions. She said that another session covered itemization of items paid with ARPA (American Rescue Plan Act) funds.

Status Update Pending Items/Board of Commissioners (Discussion)

Facilities Expansion

Commissioner Duncan confirmed that there would be a meeting on February 18, 2022 with LCA (Lombard Conrad Architects) to review the updated pictures. She suggested this project be referred to as the "Expansion of the Justice Center," from now on.

PAC Airport Lease

Commissioner Duncan said that the BOCC was waiting for the PAC (Panhandle Area Council) Board to meet and sign the proposal.

Financial Snapshot

Chairman Fillios remarked that they had received the Financial Snapshot from Finance Director Dena Darrow last week.

Impact Fee Analysis

Commissioner Brooks stated that he would review the terms of the agreement with Anne Wescott of Galena Consulting and bring the item back to next week's Business Meeting.

North Lot Land Sale

Commissioner Duncan reported that there would be a meeting on February 15, 2022 to discuss the offer made by the owners of the other parcel.

Skeet & Gun Club

Chairman Fillios commented that the Club had been sent a proposal about two weeks ago.

Commissioner Brooks stated that he thought they were still reviewing that proposal. He said he had not heard anything from them.

ARPA Statement

Chairman Fillios read the prepared ARPA statement into the record.

H. 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.

I. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:27 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk