

Minutes of Meeting
Business Meeting
February 14, 2023
2:00 p.m.

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Chief Deputy Clerk Grace Blomgren, Finance Director Brandi Falcon, Staff Accountant – Budget Arrow Gidney, Staff Accountant – Grants Julina Hildreth, Solid Waste (SW) Director John (JP) Phillips, KCSO Lieutenant William Klinkefus, Resource Management Office (RMO) Transit Program Director Chad Ingle, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Kootenai County Residents Joan Rolland, Steve Rolland, Joan Genter, Yvette Borowski, Kirk Lauer and Frank O’Connell. Mr. Ingle and Lieutenant Klinkefus were present via teleconference.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 2:00 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** Kootenai County Resident Joan Genter led the Pledge of Allegiance.
- D. Changes to the Agenda: (Action):**

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 changes to the agenda.

- E. Approve Meeting Minutes (Action)**

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|------------|------------------------------|
| 01/24/2023 | Commissioners’ Status Update |
| 01/24/2023 | Airport |
| 01/25/2023 | Advisory Board Interview |
| 01/27/2023 | Advisory Board Interviews |
| 01/31/2023 | Business Meeting |
| 02/03/2023 | Advisory Board Interview |
| 02/03/2023 | Community Development Update |

Commissioner Bill Brooks moved that the Board approve items 1 through 7, the submitted minutes. Commissioner Bruce Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

F. Approve Consent Calendar (Action)

Resolution 2023-06/Adjust Taxes to Reflect Circuit Breaker/AIN 193380
Resolution 2023-07/Adjust Taxes to Reflect Circuit Breaker/Brockman/AIN 183307
Resolution 2023-08/Adjust Taxes to Reflect Property Tax Relief/Riley/AIN 140822
Resolution 2023-09/Adjust Taxes to Reflect Property Tax Relief/Swift/AIN 175934
Resolution 2023-10/Adjust Taxes to Reflect 2022 Casualty Loss/Weinman/AIN 133640
Letter of Denial/Shaporda/AIN 339223; 136967; 342782; 190355; 130741; 343476;
339224; 339225
BOCC Signatures for Indigent Cases: 2/2/2023 - 2/8/2023
Human Resources PAF/SCF Report for 2023 PP4 Week 2
Assessor Adjustment to Tax – Valuation

Commissioner Mattare moved that the Board approve items 8 through 16 on the agenda, the Consent Calendar. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

G. Approve Payables List (Action)

Commissioner Brooks moved that the Board accept the Payables List for the week of February 6, 2023 through February 10, 2023 in the amount of \$932,892.11, with no jury payments. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

H. Business:

Independent Contractor Services/McCrite/County Assistance (Action)

Chief Deputy Clerk Grace Blomgren asked the Board's approval to hire an independent contractor. She explained that the person had previously worked for County Assistance, so she could help train other staff and already knew the process required for suspended cases. She said that County Assistance still had six suspended cases left.

Ms. Blomgren stated that County Assistance had enough money left in its "A" (Personnel) Budget to cover the cost.

Commissioner Mattare moved that the Board approve the Independent Contractor Services with McCrite from February 22, 2023 through March 31, 2023, not to exceed \$4,800. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: 2023 FTA Certifications and Assurances/Resource Management Office (Action)

Resource Management Office (RMO) Transit Program Manager Chad Ingle stated that the County's Certifications and Assurances had to be updated annually with FTA (Federal Transit Administration) in order to be allowed to submit applications for 5307 funds. He asked the Board to approve them for Fiscal Year 2023. He added that Legal had reviewed and approved them.

Commissioner Brooks moved that the Board approve the 2023 FTA Certifications and Assurances, as requested by RMO. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Purchase of Service Agreement MV Transportation Paratransit/Demand Response Public Transportation/MV Transportation/Resource Management Office (Action)

Mr. Ingle requested the Board's approval of the Purchase of Service Agreement with MV Transportation for the management and operation of Paratransit and Demand Response Public Transportation for Kootenai County. He said that the term was three years, with two one-year renewal options. He stated that Legal had reviewed and approved this contract.

Commissioner Mattare moved that the Board approve the Purchase of Service Agreement with MV Transportation for Paratransit and Demand Response Public Transportation for RMO from February 2023 through December 31, 2025. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Kootenai County Fire & Rescue Fire District Annexation/50N02W-20-4350/Heilman/BOCC (Action)

Civil Deputy Prosecuting Attorney R. David Ferguson stated that all requirements had been met for the annexation of the listed property into Kootenai County Fire & Rescue Fire District.

Commissioner Brooks moved that the Board approve the Kootenai County Fire & Rescue Fire District Annexation of 50N02W-20-4350, Heilman. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: Capital Criminal Defense Provider Agreement/Latah County/Public Defender/BOCC (Action)

Chair Duncan explained that this agreement would allow the Kootenai County Public Defender's Office to provide defense services in Latah County.

Commissioner Mattare moved that the Board approve the Capital Criminal Defense Provider Agreement between Latah County and the Public Defender. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: Airport Advisory Board Appointments/Expire 12/31/23/O'Connell/Moos/Genter/BOCC (Action)

Commissioner Mattare remarked that there was one spot left on the Airport Advisory Board (AAB). He said he would like to appoint Kootenai County Resident Eric Moos. He listed his reasons for preferring Mr. Moos.

Commissioner Brooks said he would prefer to appoint Kootenai County Resident Joan Genter.

Chair Duncan said she would also like to appoint Mr. Moos.

Commissioner Mattare moved that the Board approve Eric Moos' appointment to the Airport Advisory Board, with a term to expire December 31, 2023. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Nay
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: Addition of Two (2) Alternates/Airport Advisory Board/BOCC (Action)

Commissioner Mattare asked the Board to approve the addition of two (2) alternates to the AAB. He explained this would help in retention of institutional knowledge.

Commissioner Mattare moved that the Board approve the addition of two (2) alternate positions to the Airport Advisory Board. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: Appointment of Alternates/Airport Advisory Board/Expire 12/31/23/BOCC (Action)

Commissioner Mattare asked the Board to approve the appointment of Joan Genter and Frank O’Connell as alternates to the AAB. He remarked that he planned to attend their first meeting tomorrow to offer the group some direction regarding the role of the AAB in relation to the BOCC and Airport operations. He stated he would like to see the AAB review all proposed Airport leases, among other duties.

Chair Duncan asked whether he felt there was a permanent need for all the Airport leases be reviewed individually by the AAB.

Commissioner Mattare replied that he would like the reviews to continue until a procedure was settled regarding what factors should trigger a review of a specific lease. He remarked that the simple term “ground lease” could actually include a number of variants, some of which could require special handling.

Commissioner Mattare moved that the Board approve the appointment of Joan Genter and Frank O’Connell as Alternate Members to the Airport Advisory Board, with both terms ending December 31, 2023, and to allow him to speak at the first meeting of that group tomorrow to provide direction as described. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Resolution 2023-16/Classify Records/KCSO per Idaho Code/Sheriff/Records (Action)

Resolution 2023-17/Destroy Records/KCSO per Idaho Code/Sheriff/Records (Action)

KCSO Lieutenant William Klinkefus requested the Board’s approval of Resolutions 2023-16 and 2023-17 for the classification and destruction of records KCSO was no longer required to maintain under Idaho Code.

Commissioner Brooks moved that the Board approve Resolutions 2023-16 and 2023-17 for the classification and destruction of records by KCSO, as allowed by Idaho Code. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Resolution 2023-20/#6985 Asset Resolution: Knuckleboom Crane/Solid Waste (Action)

Solid Waste (SW) Director John (JP) Phillips requested the Board's approval of Resolution 2023-20, to allow the removal of Asset #6985, a Knuckleboom Crane. He explained that they had replaced this item in January 2023 and the old one had been traded in as part of the deal. He noted that SW had received \$8,000 trade-in value.

Commissioner Mattare moved that the Board approve Resolution 2023-20. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Resolution 2023-21/#6738 Asset Resolution: Ricoh Multi-Function Machine/Solid Waste (Action)

Mr. Phillips requested the Board's approval of Resolution 2023-21, to allow the removal of Asset #6738, a Ricoh Multi-Function unit, which was replaced.

Commissioner Mattare moved that the Board approve Resolution 2023-21, for Asset Resolution of #6738, disposal of the Ricoh Multi-Function machine. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Status Update Pending Items (Discussion)

Facilities Expansion

Chair Duncan stated that there were no updates regarding this item.

Impact Fees

Commissioner Brooks confirmed that he had no new information.

- I. **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.

Kootenai County Resident Yvette Borowski described issues she was having related to Hayden Lake Building Codes.

Chair Duncan explained to her that the Kootenai County Board of Commissioners had no authority in that area.

Ms. Borowski stated that she felt public corruption should fall under the BOCC's authority and she felt this was the case.

Chair Duncan recommended that Ms. Borowski contact Prosecutor Stanley Mortensen.

- J. **Adjournment (Action):** Chair Duncan adjourned the meeting at 2:28 p.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk