

Minutes of Meeting
Business Meeting
February 15, 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 Chief Deputy Treasurer Jill Smith, Treasury Specialist III Amy Sweet, Airport Director Steven Kjergaard, Resource Management Office (RMO) Director Jody Bieze, Finance Director Dena Darrow, Elections Manager Asa Gray, KCSO 911 Communication Services Administrator Collin McRoy, KCSO Personnel Technician Marcia Heglie, Community Development Planning Manager Ben Tarbutton, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were INCH (Inland Northwest Christian Homeschoolers) Co-op members and students and Kootenai County Residents Steve Anderson and Mike Henkowski. Mr. McRoy, Ms. Bieze and Ms. Heglie 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:** Treasury Specialist III Amy Sweet led the Pledge of Allegiance.
- C. Changes to the Agenda: (Action):**

Commissioner Leslie Duncan asked that item 19 on the consent calendar portion of the agenda be removed, since it was a duplicate of item 18. She also asked that item 31, "Scope of Work and Contract/Impact Fee Analysis/Capital Improvement Plan Development/Galena Consulting/BOCC," be postponed to the March 1, 2022 Business Meeting.

No objections were voiced.

- D. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

01/27/2022	Community Development Update
02/01/2022	Solid Waste
02/08/2022	Request for Debt Forgiveness 2016-10
02/10/2022	MSP21-0006/Dolan's Deal 2 nd Addition/Community Development

Commissioner Duncan moved that the Board approve items one through four 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:

- Treasurer Claims for Surplus Cash from 808 Trust Fund
- Treasurer's Monthly Report for November 2021
- Treasurer's Settlements and Statements for November 2021
- Treasurer's Monthly Report for December 2021
- Treasurer's Settlements and Statements for December 2021
- Treasurer's Settlements and Statements for January 2022
- Approve/Transfer of K9 Insurance Reimbursement to K9 Donation Account/KCSO
- Hayden Area Regional Sewer Board (HARSB) Infra Pipe Solutions
- Kennel License Renewal/Toohey/Ballew/Tails Inn, LLC
- Kennel License Renewal/Peterson/B & C Kennel
- BOCC Signatures for Indigent Cases: 02/03/2022 – 02/09/2022
- Assessor Allow Homeowners Exemption
- Assessor Adjustment to Tax/Valuation
- Human Resources PAF/SCF Report for FY23 PP04 Week 2
- ~~Human Resources PAF/SCF Report for FY23 PP04 Week 2 - Removed as duplicate~~

Commissioner Duncan moved that the Board approve items five through eighteen 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 February 7, 2022 through February 11, 2022 in the amount of \$731,443.17, 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:

Addendum No. 1 /Intermax Networks Tower and Ground Lease/Newmax LLC dba Intermax Networks/911 (Action)

KCSO 911 Communication Services Administrator Collin McRoy requested the Board's approval of Addendum No. 1 to the Intermax Networks Tower and Ground Lease. He said Intermax wanted to add some additional equipment at Maxon Butte and noted that Intermax's base rent would then be increased.

Commissioner Brooks moved that the Board approve Addendum No. 1 to the Intermax Networks Tower and Ground Lease with Newmax LLC dba Intermax Networks. 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.

**Professional Services Agreement/Cougar Gulch Reconnaissance Survey 2021
Development of Comprehensive Historic Context/Boswell/Resource Management
Office (Action)**

Resource Management Office (RMO) Director Jody Bieze requested the Board's approval of a Professional Services Agreement between Kootenai County and Sharon Boswell for the Cougar Gulch Reconnaissance Survey to provide additional historic context to the area. She stated that the project was funded by a CLG (Certified Local Government) grant in the amount of \$7,000, with the required match being covered in kind.

Commissioner Duncan moved that the Board approve the Professional Services Agreement with Cougar Gulch Reconnaissance Survey 2021 Development of Comprehensive Historic Context with Boswell. 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 introduced the visiting group of parents and students from INCH (Inland Northwest Christian Homeschoolers).

**Site Disturbance Plan Review Contract Renewal/Welch Comer &
Associates/Community Development (Action)**

Community Development Planning Manager Ben Tarbutton requested the Board's approval of a renewal of the Site Disturbance Plan Review Contract with Welch Comer & Associates. He confirmed that contract called for a per-permit charge and said the contract had been reviewed by Civil Deputy Prosecuting Attorney Pat Braden.

Commissioner Brooks moved that the Board approve the Site Disturbance Plan Review Contract Renewal with Welch Comer & Associates and Community Development. 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. Tarbutton exited the meeting at 2:07 p.m.

Termination of Ground Lease AAL-2020-650 Due to Sale of Hangar/208 Aviation, LLC/Airport (Action)

Ground Lease AAL-2022-100 Hangar Purchase/GCM Hangar, LLC/Airport (Action)

Airport Director Steven Kjergaard suggested that items 24 and 25 be combined, since they related to the same property.

Chairman Fillios agreed.

Mr. Kjergaard requested the Board's approval of the termination of Ground Lease AAL-2020-650 with 208 Aviation, LLC, due to the sale of the property, and the new Ground Lease AAL-2022-100 with GMC Hangar, LLC.

Commissioner Duncan moved that the Board approve the termination of Ground Lease AAL-2020-650 with 208 Aviation, LLC and then approve the Ground Lease AAL-2022-100 with GCM Hangar, 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.

Lease Addendum/Addendum A to Lease AAL-2016-500 to Allow Commercial Aeronautical Use of Hangar/EZSkies Air Service, LLC/Airport (Action)

Mr. Kjergaard requested the Board's approval of a Lease Addendum to Lease AAL-2026-500 with EZSkies Air Service, LLC to permit commercial operation of a flight school.

Commissioner Brooks moved that the Board approve the Lease Addendum A to Lease AAL-2026-500 to allow commercial aeronautical use of the hangar for EZSkies Air Service, LLC and the Airport. 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.

Consent to Sublease/Consent to Sublease AAL-2016-500 to Hans Dyroy, Action Flying Service/EZSkies Air Service, LLC/Airport (Action)

Mr. Kjergaard requested the Board's approval of a Consent to Sublease AAL-2016-500 to Hans Dyroy, Action Flying Service by EZSkies Air Service, LLC. He explained that the individual that owned the hangar also owned the aircraft that they used for the school. He stated that a sublease agreement was still required and that the Board's approval was necessary.

Commissioner Duncan moved that the Board approve the Consent to Sublease AAL-2016-500 to Hans Dyroy, Action Flying Service and EZSkies Air Service, 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.

Contract Approval/Manatron-Aumentum Tech/Treasurer (Action)

Chief Deputy Treasurer Jill Smith requested the Board's approval of a contract with Manatron-Aumentum Tech. She explained that, as part of their new payment processing service, this company had agreed to pay the one-time fees to upgrade the Treasurer's Office's interface between the property tax and assessment software. She noted that there would be no cost to the County for the one-time fees but the ongoing annual support fee would be increased by about \$3,500 per year. She reported that Information Technology (IT) Director James Martin had approved the additional cost and said he would put it in his budget for next year. She stated that Mr. Martin had said his budget could absorb the approximately \$1,600 cost for this year.

Commissioner Brooks moved that the Board approve the contract with Manatron-Aumentum Tech and the Treasurer's 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.

Advisory Board – Appointment/Kevin Kirking/North Idaho Fair – Alternate – Amended Term to Expire on 1/19/2026/BOCC (Action)

Advisory Board – Appointment/Christina Petit/North Idaho Fair – Alternate – Amended Term to Expire on 1/19/2026/BOCC (Action)

Chairman Fillios said that items 29 and 30 on the agenda could be covered in one motion.

Chairman Fillios moved that the Board approve the Advisory Board appointments of Kevin Kirking and Christina Petit to the North Idaho Fair Board as Alternates, with terms to expire January 19, 2026. 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.

~~Scope of Work and Contract/Impact Fee Analysis/Capital Improvement Plan Development/Galena Consulting/BOCC (Action)~~

This item was pulled from the agenda.

Resolution 2022-16/Classify Records/Sheriff (Action)

Resolution 2022-17/Destroy Documents/Sheriff (Action)

KCSO Personnel Technician Marcia Heglie requested the Board's approval of Resolutions 2022-16 and 2022-17, for the classification and destruction of records they were no longer required to hold, per Idaho Code.

Commissioner Brooks moved that the Board approve Resolution 2022-16 and 2022-17, for the classification and destruction of records for the Sheriff's 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.

Resolution 2022-18/Approval of Precinct Boundaries Pursuant to Idaho Code 34-301/Elections (Action)

Elections Manager Asa Gray requested the Board's approval of Resolution 2022-18, to approve the precinct boundaries pursuant to Idaho Code 34-301. He confirmed that the number of precincts had increased from 70 to 73.

Commissioner Duncan moved that the Board approve Resolution 2022-18 for the approval of precinct boundaries pursuant to Idaho Code 34-301. 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.

BOCC Department Budget Meetings (Discussion)

Commissioner Duncan commented that the Board members were beginning their fourth Budget Season together and that each time had brought changes. She suggested that, this year, if a BOCC department had no changes in their budget, they not be required to schedule an individual meeting before the Board, but if there was a change that they would. She said she would extend the suggestion to cover the other Elected Officials.

Chairman Fillios voiced agreement with the suggestion. No objections were voiced.

No motion was required at this time.

Board Approval: Consider Offer for Lot Line Adjustment 214 W. Foster Ave/BOCC (Action)

Commissioner Duncan remarked that this parcel had been an issue since the 1990's. She suggested that a lot line adjustment be considered in reference to the property. She said the County's lot line currently passed through their back yard and part of their structure.

Commissioner Duncan reported that the property owners had made the County an offer.

Commissioner Duncan moved that the Board acknowledge the receipt of a \$1,000 offer and approve the adjustment contingent upon the lot line agreement and the correction to the deed, with the Board to ratify it at a later time when the agreement was ready to be signed. 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 R. David Ferguson exited the meeting at 2:17 p.m.

Status Update Pending Items/Board of Commissioners (Discussion)

Chairman Fillios acknowledged that the following items had been covered out of the order in which they had been listed on the agenda.

Impact Fee Analysis

It was generally agreed that this topic would be discussed in the March 1, 2022 Business Meeting.

Commissioner Duncan reported that the new agreement would cover the Jail, Sheriff, Coroner and Parks and would include a \$5,000 reduction from the originally quoted price of \$10,000 per area. She remarked that they would have updated information by that time.

General agreement was voiced.

North Lot Land Sale

Commissioner Duncan noted that this item had been updated during the meeting today.

Facilities Expansion

Commissioner Duncan reminded those present that a meeting on this topic would be held on Friday, February 18, 2022.

PAC Airport Lease

Mr. Kjergaard reported that the PAC (Panhandle Area Council) had its regular meeting scheduled for March 24, 2022 and this topic would be addressed then.

Skeet & Gun Club

Mr. Kjergaard stated that he had not heard anything back from the Club yet.

Chairman Fillios exited the meeting at 2:21 p.m. due to a scheduled phone call.

Financial Snapshot

Chair Pro Tem Duncan stated that the next Financial Snapshot would be presented on March 1, 2022.

ARPA Statement

Chair Pro Tem Duncan read the ARPA (American Rescue Plan Act) prepared 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.

Commissioner Brooks explained the Chair Pro Tem process for the benefit of the INCH Home School Co-op staff and students.

Robert Clark from INCH asked for clarification of items #32 and #33, for the Classification and Destruction of records by the Sheriff's Office.

Chair Pro Tem Duncan and Commissioner Brooks explained the state statutes that regulated such actions.

Kootenai County Resident Steve Anderson read from a prepared statement regarding the Coeur d'Alene Airport's Airport Operating Certificate (AOC). He suggested that the Board commission an independent cost benefit analysis regarding maintaining or terminating the Part 139 AOC, to be overseen by a Commissioner, not the Airport Director.

Chairman Fillios re-entered the meeting at 2:26 p.m.

Kootenai County Resident Mike Henkoski said he was glad to see the homeschoolers at the meeting and reflected on his own positive experiences with homeschooling his own children.

Wendy Smith from INCH asked the Board to add an item regarding beginning each meeting with a prayer to a future agenda.

Chairman Fillios explained the process by which items were added to agendas.

- I. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:32 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk