

Minutes of Meeting
Business Meeting
March 2, 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 Captain Andy Deak, KCSO Lieutenant Nancy Ellis, KCSO Jail Administrative Assistant Alicia Lynch, KCSO 911 Communications Services Technician Alan Mallory, Airport Director Steven Kjergaard, Deputy Finance Director Keith Taylor, Staff Accountant – Fixed Assets Isaac Ohm, Juvenile Diversion Supervisor Douglas Hall, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Ms. Lynch, Mr. Hall, Mr. Mallory, Ms. Riley and Mr. Kjergaard were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:03 p.m.
- B. Pledge of Allegiance:** Deputy Finance Director Keith Taylor led the Pledge of Allegiance.

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

Minutes of Meetings:

02/16/2021 Commissioners' Status Update
02/16/2021 Kootenai County Sheriff's Office
02/16/2021 Business Meeting
02/17/2021 Elected Officials
02/17/2021 Community Development

Board Actions:

Assessor's Adjustment to tax/valuation: AIN 139679/Ross Point Camp: AIN 115289/Deffenbaugh
Amendment No. 1/Professional Services Agreement/Willdan Engineering/Community Development
Human Resources/Personnel Changes: Conversion of Building Inspector/Plans Examiner to Plans Examiner/Community Development; Airport Operations Supervisor/Duty Manager Position/Airport; Exception to Policy #321/Unpaid Personal Time Off/Prosecuting Attorney; Overtime Request/Residential Appraisal/Assessor; Position Adjustment from Appraiser III to Appraiser I/Assessor
Kennel License Renewal/Tails Inn, LLC
PAF/SCF Report: BOCC Review PP5/Week 2/Human Resources
BOCC Signatures for Indigent Cases: 2/18/21 through 2/24/21

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 February 22, 2021 through February 26, 2021 in the amount of \$406,006.48, 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:

Open/Request for Proposals/Comprehensive Inmate Medical Services/KCSO

KCSO Captain Andy Deak stated that a bid for Comprehensive Inmate Medical Services was received late, through no fault of the sender. He said that the sender had provided proof that the package had been delayed in transit by FedEx due to the weather conditions in the Midwest.

Commissioner Duncan stated that the bid was from Vital Corps Health Strategies. The amounts listed were:

- Year 1 \$2,043,447.76
- Year 2 \$2,088,596.46
- Year 3 \$2,140,811.37

Commissioner Duncan moved that the Board acknowledge receipt of the bid and have it reviewed by Legal and KCSO. 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.

KCSO Lieutenant Nancy Ellis and Captain Deak exited the meeting at 2:08 p.m.

Termination of Lease/AAL-2018-900/VanBatavia/Airport

Ground Lease/AAL-2021-300/Kendrick Investments, LLC/Airport

Airport Director Steven Kjergaard indicated that items two and three dealt with the same property.

Chairman Fillios stated that it would be fine to cover them in one motion.

Mr. Kjergaard requested the Board's approval of the termination of lease AAL-2018-900, under VanBatavia and the new lease for the property under AAL-2021-300 to Kendrick Investments, LLC. He said the revenue from the new lease would be \$2,035.90 per year.

Commissioner Duncan moved that the Board approve the termination of lease for AAL-2018-900 under VanBatavia and approve the new ground lease AAL-2021-300 for Kendrick Investments, 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.

Ground Lease/AAL-2021-400/B&G AeroToys, LLC/Airport

Mr. Kjergaard requested the Board's approval of a new ground lease, AAL-2021-400, for B&G AeroToys, LLC in the amount of \$3,348.80 per year.

Commissioner Duncan moved that the Board approve the ground lease AAL-2021-400 for B&G AeroToys, 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.

Application for Federal Assistance SF-424/Airport Coronavirus Response Grant Program (ACRGP)/Airport

Mr. Kjergaard reported that the Airport was eligible for \$23,000.00 under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). He explained that the FAA (Federal Aviation Administration) would distribute the grant under the new Airport Coronavirus Response Grant Program (ACRGP). He requested the Board's authorization to apply and noted the money would be used to fund General Operations.

Commissioner Duncan moved that the Board approve the application for Federal Assistance SF-424, the Airport Coronavirus Response Grant Program. 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.

Substance Abuse Block Grant/Idaho Office of Drug Policy/Juvenile Diversion

Juvenile Diversion Supervisor Douglas Hall requested the Board's approval to submit an application for the yearly Substance Abuse Block Grant from the Idaho Office of Drug Policy. He noted his department had received this grant for the past 19 years. Mr. Hall explained that there were no matching funds required and the grant money would be used for the Drug and Alcohol Education classes provided by Juvenile Diversion. He said the total amount, including administration fees, would be just over \$7,000.

Commissioner Duncan moved that the Board approve the Substance Abuse Block Grant from the Idaho Office of Drug Policy for the Juvenile Diversion program. 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.

Master Service Agreement/Language Line Services, Inc./Jail/KCSO

KCSO Jail Administrative Assistant Alicia Lynch explained that the Jail had previously "piggybacked" off a contract that 911 had with Language Line Services, Inc. She said it had been expensive, but this new agreement had a reduced cost. She stated the new contract, which would be specific to the Jail only, did not have the \$50 minimum charge and had a lower rate per minute of .98 cents.

Commissioner Duncan moved that the Board approve the Master Service Agreement with Language Line Services Inc. 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.

Quotation/GSA Approved End User License Agreement/Everbridge, Inc./KCSO/911

KCSO 911 Communications Services Technician Alan Mallory requested the Board's approval of the quotation to renew their contract with Everbridge, Inc. through April 3, 2022. He explained this was for the Mass Notification and Reverse 911 services.

Commissioner Duncan moved that the Board approve the quote with Everbridge, Inc. 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.

Proclamation: National Telecommunicator's Week/April 11 – 17, 2021/KCSO/911

Mr. Mallory asked the Board to approve the proclamation honoring National Telecommunicator's Week.

Commissioner Duncan read the proclamation into the record.

Commissioner Duncan moved that the Board approve the proclamation for National Telecommunicator's Week. 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.

Vehicle Maintenance Agreement/Kootenai County/Kootenai Truck & Auto Repair/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval of the Vehicle Maintenance Agreement for Kootenai County with Kootenai Truck & Auto Repair. She explained this would provide maintenance and repair services for the Paratransit vehicles. She stated the agreement was for one year, with a cost not to exceed \$50,000.

Commissioner Duncan moved that the Board approve the Vehicle Maintenance Agreement with Kootenai Truck & Auto Repair. 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.

Transportation Services Contract Modification/Area Agency on Aging/Resource Management Office

Ms. Riley requested the Board's approval of a modification to the Transportation Services Contract with the Area Agency on Aging. She explained that the Agency had told her they had additional CARES (Coronavirus Aid, Relief and Economic Security) Act funds available and offered to increase the per-ride reimbursement rate to \$6.00 through the remainder of their term, as long as that funding remained. She noted the contract would run through June 30, 2021. She voiced her appreciation for all the help they received from the Area Agency on Aging, including providing the cash match for the County's Ring a Ride service.

Commissioner Duncan moved that the Board approve the Transportation Services Contract modification with the Area Agency on Aging. 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.

Tax Deed Bids/AIN 257185/Cazier/Warren

Commissioner Duncan reported that the BOCC had received two bids for AIN 257185:

- Richard Warren had sent a check for \$1,655.
- Drake Cazier had sent a check for \$650.

Commissioner Duncan commented that Mr. Cazier's property was continuous with the parcel, while Mr. Warren's was not. She stated the amount owed in back taxes was \$1,600.

Commissioner Duncan reported that Mr. Cazier previously owned the parcel, but it had been lost to Tax Deed.

Commissioner Duncan moved that the Board acknowledge the receipt of the offers and contact Community Development to verify the contiguity of Mr. Warren's property and provide recommendations. 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.

Professional Services Agreement/Shums Coda Associates/Community Development

Chairman Fillios explained the professional services agreement with Shums Coda Associates would expedite building permit reviews.

Commissioner Duncan moved that the Board approve the professional services agreement with Shums Coda Associates for Plan Review. 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.

Ratify/Conversion of Building Inspector/Plans Examiner Position to Plans Examiner

Commissioner Duncan confirmed that this had been handled as an emergency item in last week's Human Resources: Personnel Changes meeting.

Commissioner Duncan moved that the Board ratify the conversion of Building Inspector/Plans Examiner position to Plans Examiner. 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 2021-22/Surplus Property/Asset Deletion/Community Development

Chairman Fillios noted that this item was a routine deletion of assets requested by Community Development. Since no representative of that department was available, and no further explanations required, he suggested they proceed with a motion.

Commissioner Duncan pointed out that the items were all under the \$250 limit.

Commissioner Duncan moved that the Board approve Resolution 2021-22 for the surplus property asset deletion for Community Development for two monitors, sound system and two recorders. 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.

H. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:25 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
