

Minutes of Meeting
Commissioners' Status Update
March 8, 2021
11:00 a.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 Treasurer Steve Matheson, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Information Technology (IT) Network Administrator Grant Kinsey, KCSO Patron Deputies Michael Douglass and Cody Ragan, BOCC Communications Manager Nancy Jones, BOCC Administrative Assistant Chandra Newberry and Deputy Clerk Tina Ginorio. Also present were Timberlake Fire District Commissioner David Rudebaug, Timberlake Fire District Fire Chief Brandon Hermenet, East Side Fire District Commission President Fred Fricke, Northern Lake Fire District Commissioner Terry J. Thompson, Longwell Trapp Architects Representative Cory Trapp, Galena Consulting Representative Anne Wescott, Coeur d'Alene Press Reporter Madison Hardy and Kootenai County Resident James King.

A. Call to Order: Chairman Chris Fillios called the meeting to order at 11:03 a.m.

B. Changes to the Agenda (Action):

Chairman Fillios stated that item two on the agenda would be covered first.

No objections were voiced.

C. Business (Discussion):

County Wide Copier Fleet Operational Budget

Information Technology (IT) Network Administrator Grant Kinsey reported that the County's fleet of photocopiers did not have a regularly budgeted amount for maintenance. He said it was his department's intention to add an operating budget, in the amount of \$40,000 each year, to keep all the copiers in good working order.

Mr. Kinsey exited the meeting at 11:04 a.m.

Fire Department Impact Fees Presentation

Timberlake Fire District Commissioner David Rudebaug stated that he represented the majority of the fire districts within Kootenai County and wanted to discuss impact fees. He pointed out that Kootenai County was experiencing very rapid growth and that the fire districts were not able to maintain their high level of service and coverage on the revenue they were receiving at this time. He pointed out that taxpayers were not receptive to bonds or levies, so they would like the Board to consider adding impact fees to new development. He explained that the impact fees would be added to permit fees, which the County would collect and then direct to the fire districts.

KCSO Patrol Deputy Cody Ragan exited the meeting at 11:06 a.m.

Galena Consulting Representative Anne Wescott presented a series of slides through Zoom which showed the maps of the fire and emergency medical response districts in the County and illustrated the sort of terrain each one covered. She stated that each district needed properly trained staff, well-located stations and adequate equipment to provide desired response times. She provided data that illustrated the importance of a quick response time in case of both fires and medical emergencies.

Ms. Wescott stated that the growth of our communities was putting a strain on the districts' abilities to respond to calls quickly. She noted that there were not enough stations or equipment to provide current levels of service to new growth, and predicted consequences of increased property loss, mortality and fire insurance premiums for property owners.

Ms. Wescott agreed with Commissioner Rudebaug that residents were not open to increased taxes or implementing bonds. She stated that impact fees were a way to fairly assign the burden of cost, to allow "growth to pay for itself." She added that state statute allowed fire districts to enter into intergovernmental agreements with counties and cities for the imposition of impact fees.

Ms. Wescott explained how impact fees would be calculated and listed the steps that needed to develop and implement them. She confirmed that public hearings would be held as part of the overall process. She added that counties often charged an administrative fee for the collection and disbursement of the funds.

Treasurer Steve Matheson said that the Treasurer's Office had the ability to implement the required processes, if the Board chose to accept the request.

All three Commissioners voiced their support for the proposal.

Commissioner Rudebaug, Timberlake Fire District Fire Chief Brandon Hermet, East Side Fire District Commission President Fred Fricke, Northern Lake Fire District Commissioner Terry J. Thompson and BOCC Administrative Assistant Chandra Newberry exited the meeting at 11:27 a.m.

Timeline for Attorney Center Bond

Commissioner Leslie Duncan said she would like to suggest that the bond for the Attorney Center be pushed back to the November 2021 Election. She stated that there were school levies requested in March and there would be fire district bonds requested in May. She voiced her concern that an additional bond offered at the same time would not be well received.

Commissioner Bill Brooks said he was satisfied for the bond to be delayed.

Chairman Fillios pointed out that a bond required a 2/3 vote to pass, which he said would be a challenge.

Commissioner Duncan remarked that the delay would give the Board more time to educate the public. She added that having a County booth at the Fair for ten days this summer would be a great way to provide information on a number of issues.

It was generally agreed that the bond would be pushed back to November 2021.

Health District Appointment Process

Commissioner Duncan suggested that the Board publicize the opening on the Panhandle Health Board through social media and the County website and to ask anyone interested in serving to submit a resume. She said the Board could then review the resumes and decide who they would like to interview.

Commissioner Brooks stated that he felt that the person they appoint to the Health District should be an Elected Official, so that s/he would be answerable to the public.

It was generally agreed that they would begin outreach for the resumes as quickly as possible.

BOCC Departments Budget Review Schedule

Commissioner Duncan said she would like to attend presentations for all fourteen departments, rather than just those to which she stood as liaison. She commented that she would feel better if she were more prepared for Budget discussions before the general, consolidated meeting with the Auditor's Office.

Finance Director Dena Darrow reviewed the different processes used last year and the year before.

Commissioner Brooks and Chairman Fillios voiced agreement with Commissioner Duncan's suggestion.

Office of Emergency Management (OEM) Building Repairs

Commissioner Duncan stated that she had received a list of problems that Office of Emergency Management (OEM) staff had found after they moved in to the new offices. She said they found multiple leaks in the roof, window leaks in the training room, no heat in one of the restrooms, a disconnected duct in one of the offices and other issues. She stated these things would have to be addressed, but the County no longer had access to the dedicated COVID funds for the project, so they would have to determine what things were still under the contractor's warranty and set priorities for the other repairs.

Buildings & Grounds (B&G) Operations Manager Greg Manley entered the meeting at 11:42 a.m.

Longwell Trapp Architects Representative Cory Trapp asked that the list be sent to him. He said that they would review the list and see what parts would be covered under warranty.

Mr. Manley indicated this would be acceptable.

Budget Book Tour

Finance Director Dena Darrow announced that the Budget Books had been sent to the Commissioners last week. She credited Staff Accountant – Budget Michelle Chiaramonte with creating most of the infographics and information it contained. She provided a brief walkthrough of the different sections of the book and said it was posted on the County website, so members of the public could access it conveniently.

Pending Items Status Review – List Attached

County Form of Government Study Committee

Chairman Fillios stated that the Board would meet tomorrow to vote on the bylaws prepared by Commissioner Brooks.

Facilities Expansion

Commissioner Duncan reported that the next meeting on this topic would be held on March 17, 2021.

Mr. Trapp remarked that LCA Architects Representative Ken Gallegos would send him some additional information which he would forward to the Commissioners.

Commissioner Duncan confirmed that the meeting on March 17 would be held in the third floor boardroom.

PAC Airport Lease

Commissioner Duncan said that Airport Director Steven Kjergaard was reviewing the proposal submitted by PAC (Panhandle Area Council).

1A/1B Audio Upgrade

BOCC Communications Manager Nancy Jones reported that the contract for the upgrade should be presented to the Business Meeting next week.

Financial Snapshot

Ms. Darrow said the information she was presenting to the Board was updated through March 4, 2021. She stated that the County had collected about half of its revenue for the year, which was ahead of schedule, and spent about 40% of the budget. She said that the health insurance spending was at about 38.6% and the medical claims to date were around \$4.3 million.

Ms. Darrow reminded the Commissioners that they had worked on the Assigned Fund Balance last week and she planned to bring a resolution to the Business Meeting next

week. She updated the Commissioners on the unspent amounts in the capital projects account, out-of-budget spending and current payroll.

Ballot Bond Language

Commissioner Duncan reported that the BOCC would participate in a Zoom meeting later today to discuss the bond with representatives of Hawley Troxell and Zions Bank.

Building Financing

Commissioner Duncan remarked that no matter what method was chosen, there would be a loan involved in financing the Attorney Center. She said the County could not raise \$20 million in cash to pay for it, so they were working on determining the monthly or yearly payments.

Chairman Fillios pointed out that a public vote of 2/3 in favor would be required to pass a general obligation bond. He said if the County used a combination of forgone taxes and private financing, they would need a public hearing but probably not a public vote.

Commissioner Duncan said that if the Legislature did not prevent the County from taking new growth or URDs (Urban Renewal Districts) they might be able to use the URDs to pay for the yearly loan payments instead of forgone.

- D. Public Comment:** 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.

- E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:58 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
