

Minutes of Meeting
Business Meeting
April 6, 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 Chief Deputy Clerk Jennifer Locke, Elections Manager Asa Gray, Finance Director Dena Darrow, Human Resources (HR) Director Sylvia Proud, Airport Director Steven Kjergaard, Solid Waste Director John “JP” Phillips, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, KCSO Lieutenant Nancy Ellis, BOCC Communications Manager Nancy Jones, Senior Business Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present was VitalCore Representative Betsy Gillespie. Mr. Kjergaard and Ms. Gillespie 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:** Finance Director Dena Darrow led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**

Minutes of Meetings:

- 03/29/2021 Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.
- 03/30/2021 Request for Debt Forgiveness 2008-1662; 2008-1319; 2004-92; 2003-993

Board Actions:

- Kennel License Application/Varbero/White Lightning Kennel
- PAF/SCF Report: BOCC Review PP8 Week 1/Human Resources
- BOCC Signatures for Indigent Cases: 03/25/2021 through 03/31/2021

Commissioner Leslie Duncan moved to approve the Consent Calendar as it appeared on the agenda. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

- Commissioner Brooks: Aye
- Commissioner Duncan: Aye
- Chairman Fillios: Aye

The motion carried.

D. Approval of Payables List:

Commissioner Brooks moved to accept the Payables List for the week of March 29, 2021 through April 2, 2021, in the amount of \$290,020.34 with \$5,207.96 in jury panel payments. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

- Commissioner Brooks: Aye
- Commissioner Duncan: Aye
- Chairman Fillios: Aye

The motion carried.

E. **Changes to the Agenda:** Commissioner Duncan asked that item number five be pulled from the agenda, to which the Board agreed. No motion was required.

F. **New Business:**

Civil Deputy Prosecutor R. David Ferguson entered the meeting at 2:02 p.m.

Amendment to Standard Agreement for Professional Services/Jacobs/Prairie Transfer Station Stairs/Solid Waste

Solid Waste Director John “JP” Phillips requested approval to modify the Professional Services Agreement between Solid Waste and Jacobs Engineering. He explained that the modification would serve as the final closeout to the Prairie Transfer Station stair project with changes including design work for lighting and electrical work and an additional canopy. Mr. Phillips said the total not to exceed price was \$34,970, which was budgeted and pointed out that the entire project come in under budget.

Commissioner Duncan moved to approve the Amendment to Standard Agreement for Professional Services with Jacobs for the Prairie Transfer Station stairs. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Mr. Phillips exited the meeting at 2:04 p.m.

Development and Ground Lease/AAL-2021-100/Copper Basin Construction Inc. /Airport

Airport Director Steven Kjergaard requested approval of a ground lease for Copper Basin Construction, Inc., noting that the annual amount was \$3998.18.

Commissioner Brooks moved to approve the development and ground lease AAL-2021-100 for Copper Basin Construction, Inc. and the Airport. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Consent to Sublease/Harry Craviotto Trust/AAL-2016-100/K&K Air Ventures LLC/Airport

Mr. Kjergaard requested approval of a sublease between Harry Craviotto Trust and K&K Air Ventures LLC.

Commissioner Duncan moved to approve the consent to sublease with Harry Craviotto Trust AAL-2016-100 and K&K Air Ventures LLC. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Memorandum/Lease Agreement/AAL-2015-700/Resort Aviation Services, Inc./Airport

Mr. Kjergaard requested approval of a memorandum that clarified the relationship between Resort Aviation Services, Inc. and the lender, Mountain West Bank.

Commissioner Brooks moved to approve the Memorandum/Lease Agreement AAL-2015-700 with Resort Aviation, Inc. and the Airport. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Ordinance No. 565/County Snowmobile Trails/KCSO — PULLED

Contractor Final Payment Request/Kootenai County Fairgrounds RV Park Phase 3/Steward Contracting/Resource Management Office

RMO Senior Program Manager Kimberli Riley requested permission to process the final payment to Steward Contracting for two projects in one payment. She noted that the RV Park final payment was \$9005.59 and the Compton Sewer Project was \$2208.50.

Commissioner Duncan moved to approve the contractor final payment request for the Kootenai County Fairgrounds RV Park Phase 3 with Steward Contracting. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Award/Request for Proposals/Jail Medical Contract/KCSO

KCSO Lieutenant Nancy Ellis requested approval from the Board to award the Jail Medical Contract to VitalCore. Commissioner Duncan noted that it had been improperly worded on the agenda, so it would need to be ratified at the following week's Business Meeting, but could be approved today.

Commissioner Brooks moved to approve the contract for Jail Medical Contract between KCSO and VitalCore. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Fire District Annexation/Paragamian/Kootenai County Fire & Rescue

Civil Deputy Prosecutor R. David Ferguson said that after review, the property meets the required qualifications for annexation.

Commissioner Duncan moved to approve the fire district annexation for Paragamian with Kootenai County Fire & Rescue. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Resolution 2021-38/Adopt Kootenai County Personnel Policy Manual Revision/Human Resources

HR Director Sylvia Proud asked the Board to adopt the revisions to the Kootenai County Personnel Policy #600.

Commissioner Brooks moved to approve Resolution 2021-38, to adopt the Kootenai County Personnel Policy Manual revisions as made by Human Resources. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Resolution 2021-39/Designate Polling Places/Approve Ballot Order/May 18, 2021 Taxing District Election/Elections

Elections Manager Asa Gray mentioned that he provided the Board an updated copy of the ballot order and pointed out that there would 143 ballot faces for the May 18 Taxing Districts Election, with one precinct having six different ballot styles. He also noted that all of the polling locations were remaining the same, with Early Voting set to being May 3.

Commissioner Duncan moved to approve Resolution 2021-39 to designate polling places and approve the ballot order for the May 18, 2021 Taxing District Election. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

G. 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.

H. Adjourn: Chairman Fillios adjourned the meeting at 2:18 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
