

Minutes of Meeting
Business Meeting
May 10, 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 Assessor Bela Kovacs, KCSO Sheriff Robert Norris, KCSO Undersheriff Dan Mattos, KCSO Captain Kevin Smart, KCSO Lieutenant Jeremy Hyle, KCSO Sergeant Christopher Case, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, Solid Waste (SW) Director John (JP) Phillips, Human Resources (HR) Director Sylvia Proud, Parks & Waterways/Noxious Weeds/Snowgroomers Director Nick Snyder, Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo, Resource Management Office (RMO) Grants Manager Dorian Komberec, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Commissioner Duncan, Assessor Kovacs, Mr. Snyder, Ms. Loffredo and Ms. Komberec were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** Human Resources (HR) Director Sylvia Proud 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.

Commissioner Leslie Duncan asked that item twenty-one be pulled from the agenda. No objections were voiced.

Chairman Fillios stated that a time sensitive item had been added to the agenda, "Open Requests for Proposals/Management and Operations of Paratransit and Demand Response Services/Transit/Resource Management Office." He noted that the item's deadline was near, so it needed to be done today rather than postponed until the next Business Meeting.

Chairman Fillios moved that the Board add an action item to the agenda: "Open Requests for Proposals/Management and Operations of Paratransit and Demand Response Services/Transit/Resource Management Office," which was time sensitive because it was received yesterday and required response shortly. 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.

Chairman Fillios stated that this would be addressed as the final action item of this meeting.

E. Approve Meeting Minutes (Action)

04/25/2022 Airport
04/25/2022 Tax Exempt Application Hearing
04/25/2022 Tax Exempt Revocation
04/26/2022 Business Meeting
04/26/2022 Solid Waste FY23 Budget
04/26/2022 Parks & Waterways
04/27/2022 Human Resources: Personnel Changes
05/04/2022 Executive Session §74-206(1)(b)
05/05/2022 Community Development Update

Commissioner Bill Brooks moved that the Board approve items one through nine on the agenda, the submitted minutes for approval. 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.

F. Approve Consent Calendar:

Treasurer's Cancellation of Taxes – Solid Waste Fees for AIN/PIN: 311299
Consent to Electronic Communications/ICRMP
Memorandum Re: Authorization to Expend Funding – ORV Fund Balance – Kids' ORV Training Area
Notice of Termination of Memorandum of Understanding/Placement of Buoys as Regulatory Markers/Hayden Lake Watershed Improvement District
Hayden Area Regional Sewer Board (HARSB) Payment Approval Forms/TML Construction/Avondale Irrigation District/J-U-B Engineering/Aqua Engineering/Wes Tech/Strata/PW Tech/Panhandle Area Council
Human Resources PAF/SCF Report for FY22 PP10 Week 2
BOCC Signatures for Indigent Cases: 04/28/2022 – 05/04/2022

Commissioner Brooks moved that the Board approve items ten through sixteen as part of the Consent Calendar. 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.

G. Approve Payables List (Action):

Commissioner Brooks moved that the Board accept the Payables List for the week of May 2, 2022 through May 6, 2022 in the amount of \$690,399.49, with \$1,251.51 in jury payments. 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.

H. Business:

Transport Hauling Services Contract Second Amendment/NRC Environmental Services/Solid Waste (Action)

Solid Waste (SW) Director John (JP) Phillips requested the Board's approval for an amendment to the Transport Hauling Services Contract with NRC Environmental Services. He explained that the increased cost for gas made it wise to allow for more frequent adjustments in the contract's fuel price. He said this amendment would allow adjustments on a quarterly basis and would be to the advantage of both the County and NRC. In response to a request from Commissioner Brooks, he agreed to notify the Board at one of the SW Update meetings if the gas prices changed drastically.

Commissioner Brooks moved that the Board approve the Transport Hauling Services Contract Second Amendment between NRC Environmental Services and Solid Waste. 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. Phillips exited the meeting at 2:07 p.m.

Vehicle Maintenance Agreement/Kootenai Truck & Auto Repair/Dreckman/Resource Management Office (Action)

Resource Management Office (RMO) Grants Manager Dorian Komberec requested the Board's approval of a Vehicle Maintenance Agreement with Kootenai Truck & Auto Repair for maintenance and repair work for Paratransit vehicles. She indicated that there was a price increase from the previous year and suggested that the Commissioners get further details on that from RMO Director Jody Bieze.

Civil Deputy Prosecuting Attorney R. David Ferguson confirmed that the documents specified that the cost was listed as "not to exceed \$50,000."

Commissioner Brooks moved that the Board approve the Vehicle Maintenance Agreement between Kootenai Truck & Auto Repair and the Resource Management Office, as presented. 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.

Contract Modification/XTR Value Services/Assessor (Action)

Assessor Bela Kovacs requested the Board's approval of modifications to the contract with XTR Value Services. He explained that the scope of work and the number of hours provided would be increased. He said that this would increase the cost by \$17,500, to a total of \$59,500. He indicated that the diagnosis and correction of problems with the Assessor's Office's programs would improve their service to the County.

Commissioner Brooks moved that the Board approve the contract modification with XTR Value Services for the Assessor'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.

~~Board Approval Request: Approval of FY23 Public Defense Commission Grant Application /Public Defender (Action)~~

This item was pulled from the agenda.

Non-disclosure Agreement/PMR Healthcare/Human Resources (Action)

Human Resources (HR) Director Sylvia Proud requested the Board's approval of a Non-disclosure Agreement offered to PMR Healthcare. She explained that this would allow HR and Alliant to give PMR Healthcare access to the County's health benefits information to determine whether it would be cost effective to create an onsite or near-site health clinic and pharmacy. She said that covered members would then be able to receive services and have their co-pay amounts waived.

Commissioner Brooks moved that the Board approve the Non-disclosure Agreement between PMR Healthcare and Human Resources. 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.

Board Approval Request: Adoption of OEM Emergency Plan/Office of Emergency Management (Action)

Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo requested the Board's approval of the OEM Emergency Plan.

Commissioner Brooks moved that the Board approve the request for adoption of the OEM Emergency Plan for the Office of Emergency Management. 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.

Financial/Budget: Fleet Management Committee/Request for Signature on a PO for Sheriff's Office/Adult Misdemeanor Probation (Action)

Adult Misdemeanor Probation (AMP) Director Keith Hutcheson requested the Board sign a PO (Purchase Order) for a vehicle for the Sheriff's Office. He reported that this was not for an additional vehicle; the PO had been submitted with others previously but this one had not been signed appropriately.

Commissioner Brooks moved that the Board approve the Financial/Budget request from the Fleet Management Committee for a signature on a purchase order 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.

Mr. Hutcheson exited the meeting at 2:19 p.m.

Grant Application/KCSO Body Worn Cameras – Jail Program Expansion/DOJ Bureau of Justice Assistance \$20,000/In Kind Match FY23 Ask \$20,000/Sheriff – Jail (Action)

KCSO Sergeant Christopher Case requested the Board's approval to submit a grant application for body cameras for Detention Deputies. He indicated that the grant would require \$20,000 in matching funds. He said this would be part of the FY23 budget.

Commissioner Brooks moved that the Board approve the grant application for KCSO Body Worn Cameras – Jail Program Expansion/DOJ Bureau of Justice Assistance, with a \$20,000 grant match. 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.

Commissioner Duncan noted that the requested grant match had not been approved, just the request to submit the grant application. The grant match will be considered during the budget process.

Contract Agreement for Law Enforcement at State Line Raceway/State Line Speedway/Sheriff/Patrol (Action)

KCSO Captain Kevin Smart requested the Board's approval for a contract agreement with State Line Speedway. He explained that this request was retroactive, since the event had already taken place last Sunday. He said they hadn't been able to move the contract through quickly enough, but there had been two Deputies present, on an overtime detail.

Commissioner Duncan asked if the contract included the Speedway's next event in July.

Captain Smart said he thought it was for just the Lantern Festival last Sunday.

Mr. Ferguson noted that the documents also included the Sunday, July 3, Demolition Derby.

Captain Smart stated that the other event had not been specifically mentioned to him, but that KCSO had provided coverage for it in the past. He said they would certainly be needed there this year also, so there was no problem from his point of view with the second event being included.

Commissioner Brooks moved that the Board approve the contract agreement for law enforcement at State Line Raceway, as presented. 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.

Chairman Fillios asked that item twenty-seven on the agenda be moved to the end of the meeting.

Board Approval Request: K9 Training in Alabama/Sheriff/Patrol (Action)

KCSO Lieutenant Jeremy Hyle requested the Board's approval to send two Deputies for K9 training in Alabama. He stated that the total cost would be \$53,005, which would include the purchase prices for two dogs, as well as all other related expenses.

Commissioner Brooks moved that the Board approve the request for K9 training in Alabama 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.

Kootenai County Fire & Rescue Fire District Annexation/Request for Annexation/Gray/BOCC (Action)

Mr. Ferguson stated that all requirements had been met for the indicated property to be annexed into Kootenai County Fire & Rescue Fire District.

Commissioner Brooks moved that the Board approve Kootenai County Fire & Rescue Fire District annexation request from the party of Gray, as presented. 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 2022-34/Surplus Property and Asset Deletion/Parks & Waterways (Action)

Parks & Waterways/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval of Resolution 2022-34, to surplus property and permit asset deletion of docks that were constructed in 2004 and were no longer in service.

Commissioner Brooks moved that the Board approve Resolution 2022-34, for surplus property and asset deletion for Parks & Waterways. 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.

Open Requests for Proposals/Management and Operations of Paratransit and Demand Response Services/Transit/Resource Management Office (Action)

Chairman Fillios stated that the box's top had been accidentally opened by BOCC staff, but the contents had not been disturbed. He said this was a response to RMO's Request for Proposals (RFP) for management and operations of Paratransit and Demand Response Services from MV Transportation in California.

Ms. Komberec confirmed that this was the only response they had received for this RFP.

Chairman Fillios moved that the Board moved that the Board acknowledge receipt of the RFP response and forward it to RMO and Legal for 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.

Board Approval Request: 30 Patrol Cars/Sheriff (Action)

Captain Smart reported that another agency had ordered 30 vehicles from Mike White Ford but had decided against completing the transaction. He suggested that the Board allow KCSO to take over the order. He said that the vehicles had already been ordered, which would reduce the delivery time, plus they would be charged 2022 prices instead of the new rates for 2023. He estimated that this would be about a 10% savings. He stated that the delivery date had not been set, but would probably be in 2023.

Commissioner Brooks commented that he felt committing funds to improve KCSO staff pay should be deemed more urgent than getting more vehicles at this time, considering budget constraints.

There followed a general discussion related to the potential advantages and disadvantages of the proposal. It was generally agreed that the Commissioners would consider the proposal and discuss it further at a later meeting.

Sheriff Norris, Captain Smart, Lieutenant Hyle, Sergeant Case and KCSO Undersheriff Dan Mattos exited the meeting at 2:48 p.m.

Status Update Pending Items (Discussion)

Facilities Expansion

Commissioner Duncan stated that responses to the RFQ (Request for Qualifications) would be due May 24, 2022.

PAC Airport Lease

Commissioner Brooks said that PAC (Panhandle Area Council) would begin paying the new lease rate in October 2022.

Financial Snapshot

Chairman Fillios said that this would be provided in the first Business Meeting in June.

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. There were no public comments.

J. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:49 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk