

Minutes of Meeting
Business Meeting
May 25, 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 Solid Waste (SW) Director John (JP) Phillips, Airport Director Steven Kjergaard, KCSO Lieutenant Ryan Higgins, KCSO Sergeant Jonathan Brandel, KCSO 911 Communications Services Technician Alan Mallory, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Kootenai County Residents Keith Lang and Charles Branch. Mr. Mallory and Ms. Riley were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.

- B. Pledge of Allegiance:** BOCC Senior Business Analyst Nanci Plouffe led the Pledge of Allegiance.

- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**
 - 04/29/2021 Community Development Update
 - 05/11/2021 Business Meeting

 - Board Actions:**
 - Assessor’s Adjustment to tax/valuation/AIN 141099; 341155; 249799; 226287
 - Order: Hardship 2021-03
 - Employee Cell Phone Stipend Request/Parks & Waterways
 - PAF/SCF Report: BOCC Review/PP11 Week 2/Human Resources
 - BOCC Signatures for Indigent Cases: 5/13/21 through 5/19/21

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 May 17, 2021 through May 21, 2021 in the amount of \$967,491.31, 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:

Public Hearing: Proposed Fee Increases/Resolution 2021-58/Airport

Airport Director Steven Kjergaard stated this item represented their yearly fee review. He said there were only a few changes this year, of which only the County T-Hangar monthly rental was above the 5% requirement. He stated this had gone from \$175 to \$350, which brought it in line with the other T Hangars on the field. He reported that the other increases were CPI (Consumer Price Index) adjustments for private aeronautical, commercial aeronautical and non-aeronautical lease rates, which went up .3 cents, .4 cents and .5 cents.

Mr. Kjergaard stated that a new item had been added, a service call request fee of \$65/hour.

Mr. Kjergaard reported that these changes had been approved by the Airport Advisory Board two months ago. He noted that it did not include any sewer rate adjustments, which would be presented at a later date.

Chairman Fillios called for public testimony.

There was no public testimony.

Commissioner Duncan moved that the Board end public testimony and enter into deliberations. 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 moved that the Board approve the proposed fee increases and Resolution 2021-58 for the Airport. 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.

Mr. Kjergaard exited the meeting at 2:08 p.m.

Bid Award 2021-01/Wood Waste Recycling/Solid Waste

Solid Waste (SW) Director John (JP) Phillips reported that they had received only one bid for this item, but it had met their requirements. He noted that SW had compared this bid to prices other agencies in similar counties had paid and found it was in line with them.

Mr. Phillips asked the Board to approve the award of the bid to Cannon Hill Industries, Inc. for wood waste recycling services. He explained that it was a five year agreement, with an option to extend a further two years. He said the initial term was from October 1, 2021 through September 30, 2026 and the price escalated \$1 per ton per year, starting at \$34 per ton. He stated that SW had the funds to pay for it.

Commissioner Brooks moved that the Board approve Bid Award 2021-01 for Wood Waste Recycling for Cannon Hill Industries, Inc. 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.

Electric Service Agreement/Prairie Transfer Station/Avista/Solid Waste

Mr. Phillips requested the Board's approval of an extension of an electric service agreement for the Prairie Transfer Station with Avista. He said the agreement needed to be in place before Avista would proceed with extending electrical lines required for installation of an electronic reader board at the entrance. He stated the proposed work would cost \$1,598 and could be covered by SW's current budget.

Commissioner Duncan moved that the Board approve the electric service agreement with Avista for the Prairie Transfer Station. 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.

Mr. Phillips exited the meeting at 2:12 p.m.

**Open/Requests for Proposals/Engineering Design and Construction Management/
Riverstone Transit Center Phase II/Resource Management Office**

Resource Management Office (RMO) Senior Program Manager Kimberli Riley reported that RMO had published a public notice on April 26, 2021 that requested proposals for the engineering design and construction management for the Riverstone Transit Center Phase II. She said that five firms requested packets and RMO also provided packets to Welch Comer & Associates, Inc., Coffman Engineers, Inc. and T-O Engineers.

Commissioner Duncan stated that one response had been received, from Coffman Engineers, Inc.

Kootenai County Resident Keith Lang exited the meeting at 2:14 p.m.

Commissioner Duncan moved that the Board acknowledge receipt of bid from Coffman Engineers, Inc. on the engineering design and construction management for Riverstone Transit Center Phase II. 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.

**5339 Small Urban Funding Agreement/Idaho Transportation Department/Public
Transportation Office/Resource Management Office**

Ms. Riley requested the Board's approval of an amendment to the original agreement from ITD (Idaho Transportation Department) for the bus stop improvements at the stops labelled B3 and C15. She explained this increased the federal award to \$159,200 and extended the term through September 30, 2022. She said it would provide for the construction of two bus shelters, including a bench and trash receptacle.

Commissioner Brooks moved that the Board approve 5339 Small Urban Funding Agreement with the Idaho Transportation Department for the Public Transportation Office of the Resource Management 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.

**FY22 Law Enforcement Partnership for Success Grant Application/KCSO/Resource
Management Office**

KCSO Sergeant Jonathan Brandel explained that KCSO wanted to reapply for the Partnership for Success Grant they had received for the past three years. He said it was for overtime funding and mileage reimbursement for drug interdiction efforts, juvenile party patrols and alcohol reduction.

Ms. Riley confirmed that the grant amount was \$24,709.74. She commented that this included indirect costs of \$2,246.34.

Commissioner Duncan moved that the Board approve the FY22 Law Enforcement Partnership for Success Grant Application for 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.

Sergeant Brandel exited the meeting at 2:18 p.m.

Quote/Canfield Microwave Upgrade/Day Wireless Systems/KCSO/911

KCSO 911 Communication Services Technician Alan Mallory presented a quote for an upgrade of microwave equipment for the radio tower on Canfield Mountain. He explained that there would be an increased data rate which would improve their service to the community. He stated the request had been included in their budget and would come out of the 124 Account.

Commissioner Brooks moved that the Board approve the quote for the Canfield Microwave Upgrade from Day Wireless Systems for KCSO 911. 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.

Tax Deed Bid/AIN 170469/Englestad

Commissioner Duncan explained that the Board had received a bid for \$100 last week. She stated that there were about \$650 in fees and other charges due on the property, of which about \$470 represented penalties and interest. She said that there was, therefore, about \$180 owed, with some hard costs included. She stated this bid was from a contiguous property owner and asked whether the Board would accept the bid, even though it represented a small loss, in order to get the parcel back on the tax rolls.

Commissioner Duncan moved that the Board approve the tax deed bid sale for AIN 170469 to Englestad for \$100, to be applied first to fees and then hard costs. 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 2:23 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____

Tina Ginorio, Deputy Clerk
