

Minutes of Meeting
Business Meeting
June 15, 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 Community Development Director David Callahan, Civil Deputy Prosecutor R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present was Longwell Trapp Architects Representative Corey Trapp. Present via teleconference were Airport Director Steven Kjergaard, Office of Emergency Management (OEM) Director Tiffany Westbrook, Resource Management Office Senior Program Manager Kimberli Riley, and Juvenile Detention Administrative Assistant Brandie Bradley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Community Development Director David Callahan led the Pledge of Allegiance.

C. Approval of Consent Calendar (Action):

Minutes of Meetings:

05/21/2021	Board of County Commissioners FY22 Budget Review
05/24/2021	Airport & Airport Advisory Board Update
05/24/2021	Commissioners Status Update
05/24/2021	FY22 Budget Deliberations
05/24/2021	Parks & Waterways
05/25/2021	Business Meeting
05/25/2021	Human Resources: Personnel Changes
05/26/2021	Elected Officials
05/26/2021	FY22 Budget Deliberations
05/26/2021	County Board of Canvassers: Elections
05/27/2021	Deliberations/VAR20-0012/Miller/Community Development
05/27/2021	Deliberations/CUP21-0001/Pope/Community Development
06/01/2021	Business Meeting
06/02/2021	Request for Cancellation of Taxes

Board Actions:

Assessor's Adjustment to tax/valuation/AIN Nos. 134581; 105542; 341477; 192176
Treasurer's Monthly Settlements and Statements/May 2021
Corrected Resolution 2020-73/County Deeds from Tax Auction
Resolution 2021-60/Adjust Taxes to Reflect Property Change/AIN 105542/Rude/Huetter Properties
Resolution 2021-61/Cancel Taxes, Interest and Penalties/AIN 128085/Medicine Mountain Grange #84
Resolution 2021-62/Cancel Taxes, Interest and Penalties/AIN 180731/Bayview Community Center

Human Resources/Personnel Changes: Change of Position with Increase/KCSO; Position Pay Increase/Assessor; Higher Duty Pay/Assessor; Appraiser II to Appraiser III/Assessor Hayden Area Regional Sewer Board/Payment Request Form: J-U-B Engineering; Panhandle Area Council; Aqua Engineering; Wes Tech
Kennel License Renewal/Gotreau/Teck's Dog Lodge
PAF/SCF Report: BOCC Review PP13 week 1/Human Resources
BOCC Signatures for Indigent Cases: 06/03/2021 through 06/09/2021

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 (Action):

Commissioner Duncan moved to accept the Payables List for the week of June 7, 2021 through June 11, 2021 in the amount of \$333,209.48 with no jury payments. 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.

E. Changes to the Agenda (Action): There were no changes to the agenda.

F. Action Items:

Bid Opening 2021-02/Kootenai County Marine Building/Detective Processing Addition/Board of Commissioners

Commissioner Duncan opened one sealed bid from Ginno Construction. She said that they offered a basic bid of \$265,000 for the Marine Building and a base bid of \$245,000 for the Detective Building.

Commissioner Duncan moved to acknowledge receipt of the bid and forward to Legal and Longwell Trapp Architects for review. 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.

**2020 Subrecipient Agreement/Emergency Management Performance Grant (EMPG)/
Office of Emergency Management**

OEM Director Tiffany Westbrook explained that the agreement was for supplemental funding in the amount of \$38,772.14. Commissioner Duncan asked if the funds could be used for some of the repairs needed at their building, and Ms. Westbrook said that the funds would be allocated to their "A" Budget (Personnel), so they may need to ask the Board to move some funds around in order to make those repairs.

Commissioner Brooks moved to approve the 2020 Subrecipient Agreement for the Emergency Management Performance Grant with OEM. 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.

**Grant Agreement Form/Kootenai County Fairgrounds RV Park/Idaho Departments of
Parks & Recreation/Fair/Resource Management Office**

RMO Senior Program Manager Kimberli Riley presented a grant agreement for Phase IV of the Fairgrounds RV Park. She explained that the total award was \$495,465, with IDPR's total amount being \$470,000 and a \$24,965 cash match, to be provided by the Fairgrounds.

Commissioner Duncan moved to approve the grant agreement form for the Kootenai County Fairgrounds RV Park Phase IV with Idaho Department of Parks & Recreation. 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.

Professional Services Agreement/SAFEbuilt, LLC/Community Development

Community Development Director David Callahan requested approval of a professional services agreement with a consultant, stating that this consultant could process up to 50 permits a week. He explained that this would hopefully catch them up to a 6 week turnaround time on their permits.

Commissioner Brooks moved to approve the professional services agreement with SAFEbuilt, LLC and Community Development. 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.

Memorandum of Agreement/Support Clinical Services/Idaho Department of Juvenile Detention/District 1 Juvenile Detention

Juvenile Detention Administrative Assistant Brandie Bradley presented the annual agreement with the Idaho Department of Juvenile Corrections which provided funding for their mental health clinician in the amount of \$100,000.

Commissioner Duncan moved to approve the Memorandum of Agreement for support clinical services with Idaho Department of Juvenile Detention. 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/Weapon/Badge/ID Card/Detective Oyler/KCSO

Commissioner Brooks moved to award the weapon, badge, and ID card to Detective Oyler upon his retirement. 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.

Sublease Agreement/Craviotto Trust/No Limits Aviation, Inc./Airport

Airport Director Steven Kjergaard presented a sublease agreement between Craviotto Trust and No Limits Aviation.

Commissioner Duncan moved to approve the sublease agreement with Craviotto Trust and No Limits Aviation. 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.

Development and Ground Lease/AAL-2021-1200/2923 W. Cessna LLC/Airport

Mr. Kjergaard requested approval of development and ground lease for a new hangar, with an annual revenue of \$4911.30.

Commissioner Brooks moved to approve the development and ground lease AAL-2021-1200/2923 W. Cessna LLC at 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.

Development and Ground Lease/AAL-2021-800/DFA, LLC/Airport

Mr. Kjergaard requested approval of development and ground lease at the north side of the Airport, for an annual revenue of \$41,397.41.

Commissioner Duncan moved to approve the development and ground lease AAL-2021-800 with DFA, 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.

- 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.

Chairman Fillios adjourned the meeting at 2:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
