

Minutes of Meeting
Business Meeting
August 24, 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 Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Grants Julina Hildreth, Tax Accounting Specialist Jeanette Bradley, KCSO Captain Andy Deak, KCSO Records Supervisor Linda Mattos, Resource Management Office (RMO) Director Jody Bieze, Buildings & Grounds (B&G) Operations Manager Greg Manley, Information Technology (IT) Network Administrator Grant Kinsey, Treasurer’s Office Customer Service Representative II Mary Bidwell, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Coeur d’Alene Skeet & Trap Club Representative Ed Wagner. Ms. Bieze and Ms. Mattos were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Finance Director Dena Darrow led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

08/10/2021 Commissioners’ Status Update
08/10/2021 Business Meeting
08/12/2021 Human Resources: Personnel Changes

Board Actions:

Assessor’s Adjustment to tax/valuation/AIN Nos. 340040; 146536; 234513; 143293;
219915; 122518; 122029; 301128; 112356; 176554; 180283; 210859; 116220; 197372;
168576
PAF/SCF Report: BOCC Review PP 18 Week 1/Human Resources
BOCC Signatures for Indigent Cases: 8/12/21 through 8/18/21

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 August 16, 2021 through August 20, 2021 in the amount of \$607,074.82, 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:

Approval/Taxing District Extensions/Coeur d'Alene Public Schools/Worley Joint School District No. 44/Post Falls School District #273/Lakeland Joint School District #272/Auditor

Tax Accounting Specialist Jeanette Bradley requested the Board's approval for extensions to certify property tax budgets for Coeur d'Alene Public Schools, Worley Joint School District No. 44, Post Falls School District #273 and Lakeland Joint School District #272. She said that the due date was normally September 7, but the extension would change it to September 20, 2021. She noted that the school districts requested this each year because they did not normally have their final enrollment numbers in time.

Commissioner Duncan moved that the Board approve the Taxing District Extensions for Coeur d'Alene Public Schools, Worley Joint School District No. 44, Post Falls School District #273 and Lakeland Joint School District #272. 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.

Notice of Award/Grant Administrative Services/Panhandle Village Water System/Panhandle Area Council/Resource Management Office

Resource Management Office (RMO) Director Jody Bieze reminded those present that the Board had approved a Community Development Block Grant Application on behalf of Panhandle Village for a Water System Improvement Project on February 16, 2021, at the Commissioners' Status Update. She said the grant was for \$500,000, with a Grant Administrative Fee of \$50,000. She asked the Board to award the Grant Administration to Panhandle Area Council.

Commissioner Duncan moved that the Board approve the Notice of Award for the Grant Administrative Services to Panhandle Area Council for the Panhandle Village Water System. 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.

**Contract/Grant Administration/Panhandle Area Council, Inc./State of Idaho
Broadband Project/Resource Management Office**

Ms. Bieze requested the Board's approval of a Grant Administration Contract between Kootenai County and the Panhandle Area Council for the State of Idaho Broadband Project. She said it was for Twin Lakes Village, Application #004836, with the grant amount of \$608,631 and a Grant Administration Fee of \$5,000.

Chairman Fillios moved that the Board approve the contract for the Grand Administration with Panhandle Area Council, Inc. for the State of Idaho Broadband Project, in the amount of \$608,631. 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.

**Grant Agreement/Idaho Department of Commerce/Idaho Broadband Fund CARES Act
Grant/Twin Lakes Village Application 004836/Resource Management Office**

Ms. Bieze requested the Board's approval of a Grant Agreement with the Idaho Department of Commerce for the Idaho Broadband Fund CARES (Coronavirus Aid, Relief and Economic Security) Act Grant for Twin Lakes Village Application 004836. She noted that the amount was \$608,631.

Commissioner Duncan moved that the Board approve the Grant Agreement with the Idaho Department of Commerce for the Idaho Broadband Fund CARES Act Grant for the Twin Lakes Village Application 004836. 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.

**Federal Transit Administration (FTA) Section 5307 Grant Application/Replacement
Paratransit Buses/Resource Management Office**

Ms. Bieze requested the Board's approval of the Federal Transit Administration (FTA) Section 5307 Grant Application for replacement Paratransit Buses.

Commissioner Brooks moved that the Board approve the Federal Transit Administration Section 5307 Grant Application for replacement of Paratransit Buses. 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 215923/Craft/Engle

Commissioner Duncan opened the sealed bid for \$500.00. She remarked that the Special Assessments owed totaled \$741 alone and the full amount of taxes and other fees owed was \$5,955.32. She suggested that the Board set a minimum bid for the property and ask the person to resubmit. She said she doubted they would be able to get the full amount, but this was just not enough.

Commissioner Brooks voiced his agreement with Commissioner Duncan.

Commissioner Duncan moved that the Board reject the bid of \$500 for AIN 215923 and communicate with the bidder to let them know the tax due was. 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.

Adjustment of Taxes to Reflect Homeowner's Exemption/AIN 238114/Condon

Commissioner Duncan stated that this item had originally been approved in the last Requests for Cancellation of Taxes meeting, however the wrong AIN number and name of the property owner had been used in the motion. She asked the Board to affirm its decision using the correct information.

Commissioner Duncan moved that the Board adjust the taxes to reflect the Homeowner's Exemption for AIN 238114, Condon. 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.

Resolution 2021-81/Classify Records/KCSO

Resolution 2021-82/Destroy Records/KCSO

Chairman Fillios agreed that the two Resolutions could be handled with one motion.

KCSO Records Supervisor Linda Mattos requested the Board's approval of Resolutions 2021-81 and 2021-82, to classify and destroy records her department is no longer required to keep.

Commissioner Brooks moved that the Board approve Resolution 2021-81 and 2021-82, to classify and destroy records for KCSO. 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 said that item 10 on the agenda, "Status Update Pending Items/Board of Commissioners," would be moved to the end of the meeting.

No objections were voiced.

CDA Skeet and Trap Club Lease/Discussion/Board of Commissioners

Commissioner Brooks remarked that this issue had first come up about a year ago and he felt the Board should begin a focused discussion about a long term lease.

Commissioner Duncan said she was willing to consider a long term lease, once the Board had settled whether the County would purchase the land from the Airport. She reminded those present that they were waiting for an appraiser to complete an inspection and report.

Commissioner Brooks reminded those present that the land currently occupied by the Club was heavily contaminated and would be subject to EPA (Environmental Protection Agency) cleanup.

Commissioner Duncan agreed and said that the appraiser's report would have to include that aspect when determining the price of the property.

Emergency Relief COVID Pay for Jail/KCSO

KCSO Captain Andy Deak explained that they would like to ask nine recent retirees to return to duty to fill shifts left empty due to COVID. He said any that agree would be paid \$30 per hour. He pointed out this should be budget neutral, or close to it, because they were having to offer overtime pay to staff to fill the shifts now.

Finance Director Dena Darrow confirmed that the funds would come from the KCSO Overtime Budget.

Commissioner Duncan moved that the Board approve the temporary relief of staffing shortages at the Jail by allowing up to nine former employees to be rehired at the amount indicated, to come from the Overtime Budget. 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.

Jail Surveillance System Upgrade/Update & Request to Carry Over Funding Approved for FY21 to FY22/KCSO

Information Technology (IT) Network Administrator Grant Kinsey explained that the Jail Surveillance System Upgrade was taking longer than anticipated. He asked the Board's approval to carry over funding approved for it for FY21 to FY22.

Commissioner Duncan moved that the Board approve the Jail Surveillance System Upgrade and Update to carry forward into the next fiscal year. 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.

BOCC Meeting Schedules/Board of Commissioners

Commissioner Duncan pointed out that the Coeur d'Alene Skeet and Trap item and the next two items on the current agenda would normally have been placed on the weekly Commissioners' Status Update. She asked whether the other Commissioners wanted to eliminate the Status Update most of the time and add the items to the end of the weekly Business Meeting. She suggested that, if there were department or KCEMSS updates or presentations planned, a Status Update could be scheduled for that particular week.

Chairman Fillios and Commissioner Brooks indicated they liked the suggestion.

North Garden Lot Fence/Lot Line Adjustments

Buildings & Grounds (B&G) Operations Manager Greg Manley asked for direction regarding two properties bordering County property.

Commissioner Duncan reminded those present that a homeowner and the Music Conservatory to the north of the Garden Avenue Parking Lot had structures built on County property: part of a house and two sheds. She said that Surveyor Rodney Jones had spoken to the homeowner and had been told that they were interested in purchasing the land. She explained that statute allowed the County to set a price for an odd lot; it did not have to be put out for bid. She confirmed that the parcel would be about 2,100 square feet.

Chairman Fillios and Commissioner Brooks voiced their approval of selling the property.

Commissioner Duncan said there was a similar situation with the Music Conservatory. She said the County could offer them the chance to buy about 3,000 square feet and the County property would then end at the curb of the parking lot. She stated the other option would be to put up a fence to mark the property line as it stood.

Chairman Fillios commented that one representative of the Music Conservatory had said they did not want a fence and he did not want to alienate them.

Mr. Manley said a different representative had told him they would not mind the fence.

Chairman Fillios said he would get in contact with the actual owners of the Conservatory property and find out their preferences.

It was generally agreed that Mr. Manley would get values for each of the parcels and a final decision on the fence be sought from the owners of the Conservatory.

Mr. Manley, Captain Deak, Civil Deputy Prosecuting Attorney R. David Ferguson and Treasurer's Office Customer Service Representative II Mary Bidwell exited the meeting at 2:34 p.m.

Chairman Fillios stated they would go back to address item ten from the agenda.

Status Update Pending Items/Board of Commissioners

Facilities Expansion

Commissioner Duncan remarked that they had received a presentation on the Master Plan and the next step was to wait for final information on the ARPA (American Rescue Plan Act) funding of the proposed expansion of the court building.

PAC Airport Lease

Commissioner Brooks confirmed that there had been no progress reported on these negotiations from Airport Director Steven Kjergaard.

Chairman Fillios expressed concern and frustration over the lack of movement. He suggested that they be told what the lease would cost and that if they did not wish to pay that, they would need to leave.

Commissioner Duncan stated that there was no way the group could afford the over \$100,000 per year lease amount proposed by the Airport.

Commissioner Brooks said he would continue to pursue the question.

Chairman Fillios remarked that whatever was finally agreed upon, it would be more than the group was currently paying, so that would be a gain for the County.

Financial Snapshot

Ms. Darrow said the next Financial Snapshot would be presented the week of September 9.

Impact Fee Analysis

Commissioner Brooks said he had no additional information to report. He predicted that it would be about two months before he would be able to pursue it.

Fair Booth Volunteers

BOCC Communications Manager Nancy Jones said that there were sufficient volunteers to cover the County's booth.

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 2:37 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
