

**Minutes of Meeting
Commissioners' Status Update
August 30, 2023
10:00 a.m.**

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Chief Deputy Clerk Grace Blomgren, Finance Director Brandi Falcon, Staff Accountant – Budget Arrow Gidney, Staff Accountant- Grants Rae Ann Fritsche and Julina Hildreth, Chief Deputy Assessor Ben Crotinger, Airport Director Gaston Patterson, Resource Management Office (RMO) Director Jody Bieze, RMO Transit Program Manager Chad Ingle, RMO Grants Manager Dorian Komberec, RMO Grants Technician Kaitlin Smith, BOCC Executive Assistant Sara Masters, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Commissioner Brooks was present via teleconference.

A. Call to Order: Chair Leslie Duncan called the meeting to order at 10:00 a.m.

B. Changes to the Agenda (Action):

Chair Duncan said that item 1, “Community Action Partnership Public Official Designee (Discussion)” would be removed from the agenda.

C. Business:

~~**Community Action Partnership Public Official Designee (Discussion)**~~ – Pulled

Grant Process (Discussion)

Commissioner Bruce Mattare stated that he had created an additional document, in response to last week’s discussion. He called attention to the updated Checklist and the Quarterly Survey, which would provide feedback from grant sponsors. He remarked that the procedures would probably be adjusted as time went on and needed refinements became apparent.

Chair Duncan said that the only thing she felt still needed to be addressed was the question of indirect costs’ apportionment. She added that, in the portion of the document under “Match Amount” that referred to “City Cost Share,” FTA (Federal Transit Administration) should be included.

Resource Management Office (RMO) Director Jody Bieze stated that she needed the updated documents. Chair Duncan said these would be provided to her.

Airport Lease Contracts Clarification (Discussion)

Commissioner Mattare reported that he and Airport Director Gaston Patterson had met with the FAA (Federal Aviation Administration) yesterday to address some legacy-type issues. He said they had decided to add a signatory line on all contracts for the Airport

Director, to insure the Director was kept aware of anything which might impact regulatory issues or grant compliance.

Mr. Patterson voiced his agreement with Commissioner Mattare's points and said the contract feature was relatively common at other airports. He explained the benefits of its inclusion.

Commissioner Mattare announced that there would be another meeting scheduled soon to inform the whole Board about the results of the FAA meeting.

Commissioner Mattare moved that the Board enter Executive Session pursuant to Idaho Code §74-206(1)(b) and (1)(c). Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

The Board entered into Executive Session at 10:12 a.m.

BOCC

Executive Session pursuant to Idaho Code §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. – BOCC Division (Closed Session – Discussion)

Decisions/Direction (Open Meeting – Action)

Solid Waste

Executive Session pursuant to Idaho Code §74-206(1)(c) to acquire an interest in real property which is not owned by a public agency. – BOCC Division (Closed Session – Discussion)

Decisions/Direction (Open Meeting – Action)

The Board exited Executive Session at 10:51 a.m.

Commissioner Mattare moved that the Board exit Executive Session 1(b) and 1(c). Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Chair Duncan stated that no decisions had been made and that staff would proceed as discussed.

- D. **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.
- E. **Adjournment (Action):** Chair Duncan adjourned the meeting at 10:52 a.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk