

**Minutes of Meeting  
Adopt FY24 Budget  
September 1, 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, Deputy Finance Director Keith Taylor, Staff Accountant – Budget Arrow Gidney, Court Services Director Kally Young, Treasurer Steve Matheson, KCSO Sheriff Robert Norris, KCSO Undersheriff Brett Nelson, KCSO Captain Kevin Smart, KCSO Patrol Deputies Andrew Mohawk and Nick Franssen, KCSO Chief Budget Officer Stephanie Drobny, KCSO Administrative Assistant Lisa Roberts, Human Resources (HR) Director Sylvia Proud, HR Generalist – Employee Relations Dorothy Cross, BOCC Executive Assistant Sara Masters, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Kootenai County Residents Bobbi Brooks, Doug Duncan, Susan Norris, Charity Myser and William Le.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 10:00 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**Adopt Resolution #2023-73 for Kootenai County FY24 Budget (Action)**

Chair Duncan reminded those present that the Public Hearing for the approval of the FY24 Budget had been held Wednesday night. She said that, even though it had been a two to one vote, it was the Budget coming up, so she would be voting to adopt the Budget that the BOCC had agreed upon.

Commissioner Bruce Mattare moved that the Board approve/adopt Resolution 2023-73 for Kootenai County FY24 Budget. Commissioner Bill 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.

**Approval of FY24 Salary Matrices for General Pay Plan, Attorney Pay Plan, Chief Deputy Pay Plan and Sworn Officers Effective 9/24/23 (Action)**

Commissioner Mattare moved that the Board approve the FY24 Salary Matrices for General Pay Plan, Attorney Pay Plan, Chief Deputy Pay Plan and Sworn Officers, effective September 24, 2023. 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.

**Approval of FY24 Position Grade and Salary Ranges Effective 9/24/23 (Action)**

Commissioner Mattare moved that the Board approve the FY24 Position Grade and Salary Ranges, effective September 24, 2023. 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.

**Approval of Elected Officials' Salaries Effective 9/24/23 and Adopt Resolution #2023-72 (Action)**

Chair Duncan stated that she did not hear from any other Elected Officials regarding the salary adjustment, so she would abide by the decision of the Board.

Commissioner Mattare remarked that he did not feel that the Elected Officials had ever been consulted about pay policy in the past and that he felt it was not appropriate to put them on the spot at the eleventh hour. He stated he looked forward to working with the Board and the Elected Officials to draft a good policy for the future. He added that offering a good salary enabled the County to find good people and he believed that a successful Chief Deputy, with valuable institutional knowledge, should not have to take a pay cut to become the Elected Official.

Chair Duncan said she was prepared to bring some ideas forward in the September 20, 2023 Elected Officials meeting.

Commissioner Brooks commented on a past crisis of management in one of the County departments and that the Chief Deputy had indicated no interest in taking on the lead position because of the lower salary and having to run for office every four years.

Commissioner Mattare moved that the Board approve the Elected Officials salaries effective September 24, 2023 and adopt Resolution 2023-72. 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.

Treasurer Steve Matheson exited the meeting at 10:07 a.m.

- 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.

Kootenai County Resident William Le indicated that he did not agree with the logic behind the adjustments in salary for the Elected Officials. He remarked that institutional knowledge could lead to a lack of consideration of new methods.

KCSO Patrol Deputy Nick Franssen thanked the BOCC for the salary adjustments made. He said he was representing the KCSO Employee Association RFOP Lodge 43 as their Association President this year. He said he felt the changes would help in recruitment and retention of high quality personnel.

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

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk