

**Minutes of Meeting
Business Meeting
October 19, 2021
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios and Commissioner Bill Brooks, met to discuss the following agenda items. Also present were Coroner Warren Keene, M.D., Chief Deputy Treasurer Jill Smith, Airport Director Steven Kjergaard, KCSO Captain Stuart Miller, Human Resources (HR) Director Sylvia Proud, Office of Emergency Management (OEM) Director Tiffany Westbrook, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorneys Jamila Holmes and R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Ms. Westbrook and Ms. Riley were present via teleconference. Commissioner Leslie Duncan was excused.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Human Resources (HR) Director Sylvia Proud led the Pledge of Allegiance.

C. Consent Calendar (items to be approved listed below):

Minutes of Meetings:

- 10/04/2021 Solid Waste Update
- 10/04/2021 Airport & Airport Advisory Board Update
- 10/04/2021 Annual Treasurer's Settlement
- 10/05/2021 Business Meeting
- 10/07/2021 Human Resources: Personnel Changes

Board Actions:

- Assessor's Adjustment to tax/valuation AIN Nos. 116933; 216302; 302950; 195223; 100718; 108443; 127857
- Treasurer's Requests to Adjust Solid Waste Fees/AIN No: 123918/Leighton
- Treasurer's Cancellation of Tax on Inactive Parcels/AIN Nos: 254911; 248951
- Treasurer's Cancellation of Tax on Personal Property/AIN Nos: 124188; 252745; 140676; 131981; 129538; 335205; 329064; 203772; 126757
- Kennel License Renewals: Bonville/Legacy Canine Boarding & Training LLC; Kootenai Kennels/Bolinger
- PAF/SCF Report: BOCC Review PP22 Week 1/Human Resources
- BOCC Signatures for Indigent Cases: 10/07/21 through 10/13/21

Commissioner Bill Brooks moved that the Board approve the Consent Calendar as it appeared on the agenda. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

- Commissioner Brooks: Aye
 - Commissioner Duncan: Excused
 - Chairman Fillios: Aye
- The motion carried.

D. Payables List (Action):

Commissioner Brooks moved that the Board accept the Payables List for the week of October 11, 2021 through October 15, 2021 in the amount of \$639,415.59, with no jury payments. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye
The motion carried.

Auditor's Office Staff Accountant – Grants Julina Hildreth entered the meeting at 2:01 p.m.

E. Changes to the Agenda (Action): FY22 Salary Updated Employee List/Revisions Report/Human Resources

Commissioner Brooks moved that the Board approve the change to the agenda as described. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye
The motion carried.

F. Action Items:

Termination of Lease/AAL-2019-600/Nilsson/Airport

Ground Lease/AAL-2021-2000/James Barton Living Trust/Airport

Airport Director Steven Kjergaard said that items one and two on the agenda could be handled under one motion, since they deal with the same piece of property.

No objections were voiced.

Mr. Kjergaard asked the Board to approve the termination of the lease held by Mervin Nilsson and the sale of the lease to the James Barton Living Trust. He noted that the annual revenue from the hangar was \$2,753.76.

Commissioner Brooks moved that the Board approve the termination of lease AAL-2019-600 with Nilsson at the Airport and approve Ground Lease AAL-2021-2000 to the James Barton Living Trust. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye
The motion carried.

FY21 Bureau of Justice Assistance (BJA) Edward Byrne Memorial Justice Assistance Grant (JAG) 15PBJA-21-GG-01443-JAGX/Body Cameras/Resource Management Office/KCSO

KCSO Captain Stuart Miller asked the Board to accept the FY21 Bureau of Justice Assistance (BJA) Edward Byrne Memorial Justice Assistance Grant, in the amount of \$20,834, to be used to purchase about 20 body cameras.

Commissioner Brooks moved that the Board approve the FY21 Bureau of Justice Assistance (BJA) Edward Byrne Memorial Justice Assistance Grant (JAG) 15PBJA-21-GG-01443-JAGX for body cameras. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

Public Transportation Letters of Agreement FY22/City of Coeur d'Alene/City of Post Falls/City of Hayden/City of Dalton Gardens/City of Huetter/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval of the Public Transportation Letters of Agreement for FY22 from the cities of Coeur d'Alene, Post Falls, Hayden, Dalton Gardens and Huetter. She noted that the annual contributions from the jurisdictions totaled \$123,600. She explained that the funds served as cash match for operations as well as projects and buses.

Commissioner Brooks moved that the Board approve the Public Transportation Letters of Agreement for FY22 from the City of Coeur d'Alene, City of Post Falls, City of Hayden, City of Dalton Gardens and City of Huetter for the Resource Management Office. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

2021 State Homeland Security Program (SHSP) Subrecipient Agreement/Office of Emergency Management

Office of Emergency Management (OEM) Director Tiffany Westbrook asked the Board to approve the 2021 State Homeland Security Program Subrecipient Agreement, in the amount of \$190,736.07. She stated there was no match required.

In response to a question from Chairman Fillios, Ms. Westbrook explained that the funds were available to all jurisdictions within Kootenai County, including law enforcement, fire and EMS (Emergency Medical Services). She explained the process by which requests were evaluated and awards were made.

Commissioner Brooks moved that the Board approve the 2021 State Homeland Security Program (SHSP) Subrecipient Agreement for the Office of Emergency Management. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

Coroner Warren Keene, M.D. exited the meeting at 2:09 p.m.

Ordinance No. 571 Amendment/Penalty for Unlawful Entry into No Entry Zones Adjacent to Post Falls Dam/Civil Prosecuting Attorney's Office

Civil Deputy Prosecuting Attorney Jamila Holmes asked the Board to approve an amendment to Ordinance No. 571, related to the penalties for unlawful entry into no entry zones adjacent to the Post Falls Dam. She explained that the wording of the County's ordinance needed to align fully with Post Falls', so that no issues were created for law enforcement when areas of duty overlapped.

Commissioner Brooks moved that the Board approve the amendment to Ordinance No. 571, related to the penalties for unlawful entry into no entry zones adjacent to the Post Falls Dam. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

Award Weapon/Badge/ID Card/Retirement of Deputy Vrevich/KCSO

Captain Miller asked the Board to approve the award of Deputy Shane Vrevich's service weapon, badge and ID card upon his retirement on October 28, 2021. He noted that Deputy Vrevich had served the County for over 22 years.

Commissioner Brooks moved that the Board award the weapon, badge and ID card upon the retirement of Deputy Vrevich from KCSO. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

Resolution 2021-104/County Deeds from Tax Auction/Board of Commissioners

Chief Deputy Treasurer Jill Smith asked the Board to approve Resolution 2021-104, to accept the results from the annual tax deed auction on October 5, 2021. She noted that it was a very successful event and every parcel offered for sale was sold.

Commissioner Brooks moved that the Board approve Resolution 2021-104, for the County Deeds from the Tax Auction. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

FY22 Salary Updated Employee List/Revisions Report/Human Resources

Chairman Fillios commented that this was the item added to the amended agenda.

Human Resources (HR) Director Sylvia Proud requested the Board's approval of the most recent update of the FY22 Employee List and Revisions Report. She stated that the six salary adjustments would be effective as of October 10, 2021.

Commissioner Brooks moved that the Board approve the FY22 Salary Updated Employee List and Revisions Report for Human Resources. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Excused
Chairman Fillios: Aye

The motion carried.

Civil Deputy Prosecuting Attorney R. David Ferguson exited the meeting at 2:14 p.m.

Status Update Pending Items/Board of Commissioners

Facilities Expansion

Captain Miller reported that he had met with Commissioner Leslie Duncan and had given her his notes. He said that she would bring those to the Board when she returned.

PAC Airport Lease

Mr. Kjergaard reported that this was still in process.

Financial Snapshot

Chairman Fillios said the next Financial Snapshot would be given during the first Business Meeting in November.

Impact Fee Analysis

Commissioner Brooks stated that he would address this project later in the month.

North Lot Land Sale

Chairman Fillios said they were waiting for a counter-offer from the owner of the adjacent parcel. He commented that Buildings & Grounds (B&G) Operations Manager Greg Manley would go forward with placing a fence on the border between the County property and that of the Music Conservatory, as previously discussed.

Skeet & Gun Club

Mr. Kjergaard said they had not yet received the appraisal but they hoped to get it later this week.

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 2:17 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
