

Minutes of Meeting
Business Meeting
October 25, 2022
2:00 p.m.

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bill Brooks and Commissioner Chris Fillios met to discuss the following agenda items. Also present were Prosecutor Stanley Mortensen, Civil Deputy Prosecuting Attorney R. David Ferguson, Human Resources (HR) Director Sylvia Proud, Chief Deputy Clerk Jennifer Locke, Finance Director Brandi Falcon, Executive Assistant Ronnie Davisson, 1st Judicial District Trial Court Administrator Karlene Behringer, Juvenile Probation Director Bryan Alexander, KCSO Captain Kevin Smart, Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo, Information Technology (IT) Director James Martin, Resource Management Office (RMO) Grants Manager Dorian Komberec, Airport Administrative Secretary Kim Stevenson, BOCC Communications Coordinator Jonathan Gillham, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Coeur d’Alene Press Reporter Kaye Thornbrugh and Kootenai County Residents Diana Sheridan, Kerry McKerracher and Rick Curry. Ms. Loffredo, Ms. Stevenson, Ms. Komberec and Ms. Johnston were present via teleconference.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 2:00 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** 1st Judicial District Trial Court Administrator Karlene Behringer led the Pledge of Allegiance.
- D. Changes to the Agenda: (Action):**

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.

Chair Duncan stated that item 19 on the agenda would be handled first.

No objections were voiced.

- E. Approve Meeting Minutes (Action)**

10/04/2022	Business Meeting
10/11/2022	Business Meeting
10/17/2022	Human Resources: Personnel Changes
10/18/2022	Business Meeting

Commissioner Bill Brooks moved that the Board approve items one through four, the submitted minutes. Commissioner Chris Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

F. Approve Consent Calendar (Action)

Kennel License Renewal/Bonville/Legacy Canine Boarding & Training LLC
Kennel License Renewal/Moats/Happy Trails Kennel
Assessor Allow Homeowner Exemption A
Assessor Allow Homeowner Exemption B
Assessor Allow Homeowner Exemption 2021
Treasurer’s Monthly Report/September 30, 2022
Signed Order of Decision/MSP22-0002/Diagonal Estates/Community Development
Signed Order of Decision/MSP22-0005/Lone Mountain Estates/Community Development
Human Resources PAF/SCF Report for FY2022 PP22 Week 2
BOCC Signatures for Indigent Cases: 10/13/2022 – 10/19/2022

Commissioner Fillios moved that the Board approve items five through fourteen on the agenda, the Consent Calendar. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

G. Approve Payables List (Action)

Commissioner Brooks moved that the Board accept the Payables List for the week of October 17, 2022 through October 21, 2022 in the amount of \$980,826.73, with no jury payments. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

H. Business:

Board Approval Request: Support for 2025 New District Judge/Specialty Court (Action)

Chair Duncan reminded those present that the BOCC had already agreed to support the letter regarding the new District Judge but she said this request would require the creation of an additional position for which the County would be financially responsible.

Ms. Behringer said the new, full-time District Judge would be included in the State Fiscal Budget for 2025 and would replace the Judges from Sandpoint and Wallace currently assisting in Kootenai County. She said the County already employed a Court Clerk who would assist the new Judge and the State would be responsible for providing a Court Reporter. She stated that the County would need to add a Staff Attorney to support the new Judge and the position would be paid according to the experience of the applicant.

Chair Duncan said she wanted to be sure this new position was mentioned in the record, because it would have to be provided for in the County’s FY2025 Budget.

Commissioner Brooks indicated that he would support the request but he wanted to see projected caseload numbers for the new Judge.

Ms. Behringer confirmed that the new Judge would handle both civil and criminal cases. She said she would provide an estimate of the caseload and send it to the Commissioners.

Commissioner Fillios moved that the Board approve the request for a new District Judge, effective Fiscal Year 2025, which would necessitate the hiring of an Attorney to accommodate the Judge, who will be handling both civil and criminal cases and acting in lieu of the two part-time Judges that are currently filling in at Kootenai County. Chair Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

- Commissioner Brooks: Nay
- Commissioner Fillios: Aye
- Chair Duncan: Aye

The motion carried.

Chair Duncan noted that this was just a support letter; the Supreme Court did not have to approve the request.

Consent to Sublease 94 City of Hayden – Street Dept./Lakes Highway District/Airport (Action)

Airport Administrative Secretary Kim Stevenson explained that the Lakes Highway District would like to sublet lease 94 to the City of Hayden Street Department. She said there would be no change in the annual revenue of \$25,611.43 from the property.

Commissioner Brooks moved that the Board consent to Sublease 94 to the City of Hayden Street Department from Lakes Highway District. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

- Commissioner Brooks: Aye
- Commissioner Fillios: Aye
- Chair Duncan: Aye

The motion carried.

Board Approval Request: Panhandle Village Water System Improvement Project Phase II, Request for Release of Funds & Certification/Resource Management Office/Resource Management Office (Action)

Resource Management Office (RMO) Grants Manager Dorian Komberec requested the Board's approval of the Idaho Community Development Block Grant Request for Release of Funds. She said it needed to be sent to the Idaho Department of Commerce for the Panhandle Village Water System Improvement Project Phase II. She explained that the form stated that the County had completed its responsibilities in the required environmental review process and now requested the release of grant funds.

Commissioner Fillios moved that the Board approve the Panhandle Village Water System Improvement Project in the completion of the current phase and moving forward from there. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

Grant Award # EMS-2022-EP-0005/FY22 Emergency Management Performance Grant (EMPG) Award/Federal Emergency Management Agency (FEMA) \$112,811.80/In-Kind Match OEM \$112,811.80/Office of Emergency Mgmt (Action)

Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo requested the Board's approval of the 2022 subrecipient agreement for the 2022 Emergency Management Program Grant, in which Kootenai County was allocated \$112,811.80. She said the grant required a match in the amount of \$112,811.80 and the funds had been included in OEM's 2023 Budget.

Commissioner Brooks moved that the Board approve Grant Award # EMS-2022-EP-0005 FY22 Emergency Management Performance Grant (EMPG) Award from the Federal Emergency Management Agency (FEMA) in the amount of \$112,811.80, with an in-kind match from OEM in the amount of \$112,811.80. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

Board Approval Request: Agreement for iMS (ComDev System) to Add CC for System Produced Emails to Meet Public Records Requirement/Information Technology (Action)

Information Technology (IT) Director James Martin explained this agreement with iMS was for software for Community Development, which would improve their ability to collect information for public records requests. He stated that there would be a one-time cost of \$2,500 for the addition and it had been included in their Budget.

Commissioner Fillios moved that the Board approve the budget request of \$2,500, which had been budgeted for FY23, to provide a copy to IT for the Community Development iMS generated response to permit applicants so that it is more readily available for public information requests. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Fillios: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Kootenai Joint School District #274 for the School Resource Officer (SRO) Program/Sheriff/Patrol (Action)

KCSO Captain Kevin Smart asked the Board to approve renewal of the Kootenai Joint School District #274 contract for the School Resource Officer. He said the cost had been increased to match the amount seen in the current matrix.

Commissioner Brooks moved that the Board approve the request for the Kootenai Joint School District #274 for the School Resource Officer Program. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Fillios: Aye

Chair Duncan: Aye

The motion carried.

Captain Smart exited the meeting at 2:15 p.m.

Renew Annual Independent Contract/Jackson Lanterman – Chaplain/Juvenile Probation (Action)

Juvenile Probation Director Bryan Alexander requested the Board's approval of the renewal of the Independent Contract with Jackson Lanterman as Chaplain for the Juvenile Probation Program.

Commissioner Fillios moved that the Board renew the annual Independent Contract with Jackson Lanterman for Chaplain Services for District 1 Juvenile Detention Center. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Fillios: Aye

Chair Duncan: Aye

The motion carried.

Renew Independent Contract with Mark Jones/Post Falls School District Alternative to Suspension Program/Mark Jones – ATS Post Falls School District/Juvenile Probation (Action)

Mr. Alexander requested the Board's approval of the renewal of the Independent Contract with Mark Jones for the Post Falls School District Alternative to Suspension Program. He described the services provided by the program and noted that it was paid for by the Post Falls School District.

Commissioner Brooks moved that the Board renew the Independent Contract with Mark Jones for the Post Falls School District Alternative to Suspension Program. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

Renew Independent Contract with Amelia Kirk – Mentor Coordinator Program/Amelia Kirk/Juvenile Probation (Action)

Mr. Alexander requested the Board’s approval of the renewal of the Independent Contract with Amelia Kirk as Coordinator of the Mentor Program. He described the services Ms. Kirk provided. He noted that this was a budgeted line item, paid for through the lottery funds.

Commissioner Fillios moved that the Board approve the Independent Contract with Amelia Kirk as the Mentor for the Coordinator Program with Juvenile Probation. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

County Department Annual Report: Juvenile Probation/Juvenile Probation (Action)

Mr. Alexander stated that the Annual Report was a requirement of the Idaho Department of Juvenile Corrections. He listed the topics covered by the report, including community service hours completed in lieu of detention and that over \$45,000 had been collected as restitution for victims of crime. He stated that the report showed the high success rate and low recidivism rates in Kootenai County.

Commissioner Brooks moved that the Board accept the Annual Report from Juvenile Probation. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye

The motion carried.

Mr. Alexander exited the meeting at 2:20 p.m.

Board Approval Request: Temp. Employee/County Assistance (Action)

Chief Deputy Clerk Jennifer Locke requested the Board’s approval to use BOCC Temp Pool Funds for a temporary employee, who would be needed due to an upcoming vacancy in County Assistance. She said this would be for a period of about three months and the person would be paid up to \$16 per hour, based on level of experience.

Commissioner Fillios moved that the Board approve the request for a temporary employee for County Assistance, not to exceed \$16 per hour, for up to three months, to be paid for out of the BOCC Temp Pool. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye
The motion carried.

Finance Director Brandi Falcon noted that the temp. agency would be paid their customary fee; the person's received rate of pay would be limited to a maximum of \$16 per hour.

Resolution 2022-77/County Deeds from Tax Auction/BOCC (Action)

BOCC Administrative Secretary Teri Johnston requested the Board's approval of Resolution 2022-77, to formally authorize the Chair to sign all the deeds from the Tax Deed Sale held September 30, 2022.

Commissioner Brooks moved that the Board approve Resolution 2022-77, County Deeds from Tax Auction, which would allow the Chair of the BOCC to act on behalf of the Board of County Commissioners. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Fillios: Aye
Chair Duncan: Aye
The motion carried.

Status Update Pending Items (Discussion)

Facilities Expansion

Chair Duncan stated that they were still waiting for Legal to complete adjustments to the contract, after which negotiations would begin and the matter would be brought back before the Board.

- I. **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.

Kootenai County Resident Rick Curry explained the problems he was having regarding a property he had bought at tax auction about ten years ago. He indicated that the underwriters for the title company were refusing to accept the County's paperwork on the transfer of ownership. He described the actions he was being required to take to overcome this difficulty and suggested that future purchasers be warned that this may be an issue they will have to face also.

Chair Duncan stated that she would inform the Treasurer and ask him to look into the matter.

J. Adjournment (Action): Chair Duncan adjourned the meeting at 2:28 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk