

**Minutes of Meeting
Business Meeting
November 1, 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 KCSO Undersheriff Brett Nelson, KCSO Lieutenant William Klinkefus, Chief Deputy Assessor Ben Crotinger, Assessor’s Office Administrative Manager Shelly Amos, Chief Deputy Clerk Jennifer Locke, Finance Director Brandi Falcon, Human Resources (HR) Director Sylvia Proud, HR Generalist – Benefits CK Kirkpatrick, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson, Airport Administrative Secretary Kim Stevenson, BOCC Senior Business Analyst Nanci Plouffe, 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 Resident Diana Sheridan. Commissioner Brooks, Ms. Stevenson 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: Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder 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 items #14, #15, #17 and #20 were pulled from today’s agenda and item #38 would be handled right after item #18.

No objections were voiced.

E. Approve Meeting Minutes (Action)

10/13/2022	Public Hearing/Community Development
10/19/2022	Elected Officials

Commissioner Chris Fillios moved that the Board approve items item 1 and 2, the submitted minutes. Commissioner Bill 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.

F. Approve Consent Calendar (Action)

Assessor Adjustment to Tax-Valuation Henson
Assessor Adjustment to Tax-Valuation
Independent Contractor Agreement/Hazardous Fuel Treatment Fernan Lake Natural
Area/Slash Pile Burning/Resource Management Office
Kennel License Renewal/Arnold/Spirit of the Wind Siberians
Human Resources PAF/SCF Report for FY2022 PP23 Week 1
BOCC Signatures for Indigent Cases: 10/20/2022 – 10/26/2022

Commissioner Fillios moved that the Board approve items 3 through 8 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.

Auditor's Office Staff Accountant – Grants Julina Hildreth, Chief Deputy Treasurer Jill Smith and Information Technology (IT) Applications Systems Manager Matt Snow entered the meeting at 2:02 p.m.

G. Approve Payables List (Action)

Commissioner Fillios moved that the Board accept the Payables List for the week of October 24, 2022 through October 28, 2022 in the amount of \$514,386.72, with \$1,381.34 in jury payments. 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.

H. Business:

Approval of Edison Healthcare Employer Agreement/Edison Healthcare/Human Resources (Action)

Human Resources (HR) Director Sylvia Proud requested the Board's approval of the Edison Healthcare Employer Agreement. She explained the services which would be provided by Edison to Kootenai County employees, primarily access to facilities considered Centers for Excellence for certain types of medical situations. She said this was voluntary; employees were not required to participate in the program, but it did offer substantial financial advantages.

Ms. Proud stated that the annual cost of \$63,000 had been included in the FY23 Budget and the program would go into effect January 1, 2023. She said the agreement had been reviewed by Legal.

Commissioner Fillios moved that the Board approve the contract with Edison Healthcare, the Employer Agreement, to go into effect January 1, 2023, with an initial cost of \$63,000. 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.

Edison Healthcare Business Associate Agreement Approval/Edison Healthcare/Human Resources (Action)

Ms. Proud asked the Board to approve the related Edison Healthcare Business Associate Agreement. She said this spelled out the obligations and activities that Edison will take on to protect County employees' health information. She stated this would also take effect on January 1, 2023.

Commissioner Fillios moved that the Board approve the Business Associate Agreement with Edison Healthcare. 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.

Edison Healthcare Implementation Approval/Edison Healthcare/Human Resources (Action)

Ms. Proud requested the Board's approval for the Edison Healthcare Implementation. She explained this listed contact people and outlined how the program would interact with Regence and Alliant.

Commissioner Fillios moved that the Board approve the Edison Healthcare Implementation, which details the logistics of how appointments would be handled and the parties involved. 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.

Challenge Cost Share Agreement/Idaho Department of Parks & Recreation/USDA Forest Service, Idaho/Snowgroomers (Action)

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval of the Challenge Cost Share Agreement with the Idaho Department of Parks & Recreation and the USDA Forest Service. He noted that the agreement would run from 2022 through 2027 and would allow his department to provide groomed snowmobile trails in the Coeur d'Alene National Forest. He listed the changes made in the new agreement, including an update to its language and the removal of Fernan Hill from the areas they plowed.

Commissioner Fillios moved that the Board approve the Challenge Cost Share Agreement between Parks & Waterways and the Idaho Department of Parks & Recreation and the USDA Forest Service. 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.

Mr. Snyder exited the meeting at 2:09 p.m.

~~**Board Approval Request: Environment Control Service Authorization Agreement/Sheriff (Action)**~~ - Pulled.

~~**Board Approval Request: HVAC Service Agreement/Sheriff (Action)**~~ - Pulled

Board Approval Request: Mountain West Bank Account Agreement/Sheriff/Civil (Action)

KCSO Lieutenant William Klinkefus requested the Board's permission to change the Civil Trust Account from US Bank to Mountain West Bank. He said the primary reason was the fees were lower at Mountain West Bank. He indicated that Civil Deputy Prosecuting Attorney Darrin Murphey had said there might be some issue regarding the indemnification clause.

Prosecutor Stanley Mortensen entered the meeting at 2:10 p.m.

Chair Duncan commented that she thought that if the phrase "to the extent allowed by law," were added in the appropriate place in the agreement, it would be sufficient to take care of the problem. She asked if Lieutenant Klinkefus thought this would create any problem with Mountain West.

Lieutenant Klinkefus reported that Mr. Murphey had said that there was only a very remote possibility of this causing any trouble. He stated that he could resubmit the agreement to Mountain West with that phrase inserted, but it was up to the Board to give direction.

Civil Deputy Prosecuting Attorney R. David Ferguson said he had not been asked to review this particular document previously but, that based on what he was seeing, he was not concerned. He pointed out this was a boilerplate type form and the bank probably would not be willing to change it.

Chair Duncan stated that she would be willing to move forward with the agreement today. Commissioner Brooks and Commissioner Fillios agreed.

Commissioner Fillios moved that the Board execute the account agreement which would allow the movement of the Civil Trust Account for the Sheriff's Office from US Bank to Mountain West Bank. 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.

KCSO Undersheriff Brett Nelson exited the meeting at 2:13 p.m.

~~**Financial/Budget: Requesting Interlock Funds for Adult Misdemeanor Probation/Adult Misdemeanor Probation (Action)**~~ – Pulled.

Intergovernmental Agreement between Kootenai County and KCEMSS re: Impact Fee Collection and Expenditure/Kootenai County KCEMSS/Prosecuting Attorney/Civil (Action)

Civil Deputy Prosecuting Attorney Pat Braded requested the Board's approval of the Intergovernmental Agreement between Kootenai County and KCEMSS (Kootenai County Emergency Medical Services System) for the collection and payment of impact fees. He reminded the Commissioners that they had approved an ordinance to this effect on October 13, 2022.

Commissioner Fillios moved that the Board approve the Intergovernmental Agreement between Kootenai County and Kootenai County Emergency Medical System regarding the impact fee collection and expenditures by Kootenai County. 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.

Resolution 2022-80/Amendments to Comprehensive Plan and Adoption of Fire District and KCEMSS CIPs/Prosecuting Attorney/Civil (Action)

Mr. Braden requested the Board's approval of Resolution 2022-80, regarding amendments to the Comprehensive plan and the adoption of Fire District and KCEMSS CIPs (Capital Improvement Plans). He explained that this was the actual Resolution which would allow the Board of County Commissioners to collect impact fees on behalf of the Fire Districts and KCEMSS.

Commissioner Fillios moved that the Board approve Resolution 2022-80, related to the amendments to the Comprehensive Plan and adoption of the participating Fire Districts and KCEMSS Capital Improvement Plans. Chair Duncan 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. Braden exited the meeting at 2:13 p.m.

ProVal Mapping/Pictometry Addendum/Manatron, Inc. (Aumentum Technologies)/Assessor (Action)

Chief Deputy Assessor Ben Crotinger requested the Board's approval of an addendum to the existing Master Agreement between Kootenai County and Manatron, Inc. He explained this was for the installation of the ProVal Geoanalyst and Pictometry software and that the set-up and training was to be included at no additional charge. He said the annual support fee of \$2,784 had been included in the IT 2023 Budget.

Commissioner Fillios moved that the Board approve the ProVal Mapping/Pictometry Addendum with Manatron, Inc (Aumentum Technologies). 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.

Ms. Smith, Mr. Snow, Mr. Crotinger and Assessor's Office Administrative Manager Shelly Amos exited the meeting at 2:18 p.m.

~~Board Approval Request: Relocation Assistance Approval/Assessor (Action)~~ - Pulled

Termination of Ground Lease AAL-99-40 Lease Termination/Dale Boudro/Airport (Action)

Termination of Ground Lease AAL-2004-040 Lease Termination/Laurie Aikins/Airport (Action)

Ground Lease AAL-2022-2400 Hangar Purchase/Williamson/Airport (Action)

Airport Administrative Secretary Kim Stevenson confirmed that items #21, 22 and 23 could be handled together. She requested the Board's approval of the termination of Ground Leases AAL-99-40 and AAL-2004-040 and creation of Ground Lease AAL-2022-2400. She explained that on September 14, 2004 the hangar belonging to Dale Boudro had been sold to Laurie Aikins, but the old lease was never terminated. She stated that Ms. Aikins had now sold the hangar to someone else, so the original lease with Mr. Boudro

needed to be officially terminated so that the sale by Ms. Aikins to Williamson could be properly recorded.

Commissioner Fillios moved that the Board approve the termination of Ground Lease AAL-99-40 and Ground Lease AAL-2004-040, resulting in the new Ground Lease AAL-2022-2400, purchased by the party of Williamson. 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.

Termination of Ground Lease AAL-2020-800 Hangar Sale/Krosner/Airport (Action)

Ground Lease AAL-2022-2500 Hangar Purchase/Loose Cannon, LLC/Airport (Action)

Ms. Stevenson confirmed that items #24 and 25 could be handled together. She requested the Board's approval of the termination of Ground Lease AAL-2020-800 under Allan Krosner and the new Ground Lease AAL-2022-2500 under Loose Cannon, LLC. She noted that the annual rent would be \$1,447.12.

Commissioner Fillios moved that the Board approve the termination of Ground Lease AAL-2020-800, a hangar sale by the party of Krosner, and the new Ground Lease AAL-2022-2500, a hangar purchase by Loose Cannon, LLC. 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.

Termination of Ground Lease AAL-98-005 Business Purchase/Resort Aviation/Airport (Action)

Termination of Ground Lease AAL-98-010 Business Purchase/Resort Aviation/Airport (Action)

Termination of Ground Lease AAL-2009-010 Business Purchase/Resort Aviation/Airport (Action)

Termination of Ground Lease AAL-2015-700 Business Purchase/Resort Aviation/Airport (Action)

Ms. Stevenson confirmed that items #26, 27, 28 and 29 could be handled together. She requested the Board's approval of the termination of four ground leases: AAL-98-005, AAL-98-010, AAL-2009-010 and AAL-2015-700. She explained that the new owners had recently decided to split one of the parcels and the documents were not yet prepared for presentation. So, while four leases were terminated, only three new leases, seen in items #30, 31 and 32, were ready for this week's meeting.

Chair Duncan moved that the Board approve the termination of Ground Leases AAL-98-005, AAL-98-010, AAL-2009-010 and AAL-2015-700, with Resort Aviation. 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.

Ground Lease AAL-2022-300 Business Purchase/Triple Flight, LLC/Airport (Action)

Ground Lease AAL-2022-500 Business Purchase/Triple Flight, LLC/Airport (Action)

Ground Lease AAL-2022-600 Business Purchase/Triple Flight, LLC/Airport (Action)

Ms. Stevenson confirmed that items #30, 31 and 32 could be handled together. She requested the Board's approval of these three new Ground Leases. She noted that there had been a significant increase in the rent, since the prior leases had been at much lower rates. She said the new ones were at the appropriate market level for commercial aeronautical leases.

Chair Duncan moved that the Board approve Ground Leases AAL-2022-300, AAL-2022-500 and AAL-2022-600. 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.

Addendum to Public Defender Conflict Contracts/Conflict Contract Addendums/ Andersen/Bowes/Chesebro/Crocker Hagerty/Findlay/Frampton/ Marks/ Nixon/ Palmer/Pierce/Riadh/Riffle/Schwartz/Swartz/BOCC (Action)

BOCC Administrative Secretary Teri Johnston asked the Board's approval of the addendum to the Public Defender Conflict Contracts for the listed attorneys. She said this increased the rates to be paid to the Conflict Attorneys in all categories to \$150 per hour and \$50 per hour for Paralegals. She stated the new rates would go into effect today, November 1, 2022.

Commissioner Fillios moved that the Board approve the Addendum to the Public Defender Conflict Contracts for Andersen, Bowes, Chesebro, Crocker Hagerty, Findlay, Frampton, Marks, Nixon, Palmer, Pierce, Riadh, Riffle, Schwartz and Swartz for the Attorneys at the rate of \$150 per hour and \$50 per hour for Paralegals. 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: Amendment to L-1/Auditor (Action)

Ms. Hildreth requested the Board’s approval of an Amendment to the L-1, the Certificate of County Levies for Kootenai County.

Commissioner Fillios moved that the Board approve the requested Amendment to the L-1. 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.

Master Agreement/Software & Support License/Computer Arts, Inc./Harris/County Assistance (Action)

Chief Deputy Clerk Jennifer Locke requested the Board’s approval of the Master Agreement for the Software & Support License with Computer Arts, Inc./Harris for County Assistance. She explained this software was used for the medical and police holds and the cost of \$4,115.88 would be paid from the FY23 IT Budget. She added that this rate was less than last year.

Commissioner Fillios moved that the Board approve the Master Agreement for the Software & Support License with Computer Arts, Inc./Harris for County Assistance at a reduced rate for FY23. 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.

Resolution 2022-78/Classify Records/County Assistance/County Assistance (Action)

Resolution 2022-79/Destroy Records/County Assistance/County Assistance (Action)

Chair Duncan suggested that items #36 and 37 be handled together.

No objections were voiced.

Ms. Locke requested the Board’s approval of Resolutions 2022-78 and 2022-79, for the classification and destruction of records which County Assistance was no longer obligated to retain. She said the records dated from 2005 through 2014.

Commissioner Fillios moved that the Board approve Resolution 2022-78 and 2022-79, for the classification and destructions of records from 2005 through 2014 for County Assistance. 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.

Status Update Pending Items (Discussion)

Facilities Expansion

Chair Duncan said that Legal and the Resource Management Office (RMO) were still working on the contracts.

- 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. There were no public comments.

- J. Adjournment (Action):** Chair Duncan adjourned the meeting at 2:32 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk