

Minutes of Meeting
Business Meeting
April 7, 2020
2:00 p.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks, met to discuss the following agenda items. Also present were Chief Deputy Assessor Joe Johns, KCSO Undersheriff Dan Mattos, Finance Director Dena Darrow, Staff Accountant – Grants Julina Hildreth, Airport Director Steven Kjergaard, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomer Director Nick Snyder, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley. Commissioner Bill Brooks, Mr. Riley, Ms. Riley, Undersheriff Mattos, Mr. Kjergaard, Mr. Johns and Mr. Snyder attended via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Finance Director Dena Darrow led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**
 - 03/17/2020 Corrected Business Meeting
 - 03/18/2020 Bureau of Land Management
 - 03/18/2020 Board of Community Guardians
 - 03/19/2020 Elections
 - 03/23/2020 Airport & Airport Advisory Board Update
 - 03/23/2020 Commissioners’ Status Update
 - 03/24/2020 Business Meeting
 - 03/25/2020 Elected Officials
 - 03/26/2020 Executive Session §74-206(1)(d) to consider records that are exempt from disclosure as provided by law.
 - 03/26/2020 Human Resources: Personnel Changes
 - 03/26/2020 Auditor
 - 03/31/2020 Indigent Appeal 2013-700 & 2013-985
 - 04/01/2020 Requests for Cancellation of Taxes
 - 04/01/2020 Human Resources

Board Actions:

Denial/Request for Cancellation of Taxes/AIN 167776/Sego
Resolution 2020-35/Cancel Interest and Penalties/Pentecostal Church of God/Family
Worship Center/AIN 100416
Claims for Surplus Cash from 808 Trust Fund/Treasurer
Request for Check/Residual Surplus Funds from 2019 Tax Deed Auction Sales to State of
Idaho/Unclaimed Property/Treasurer
Cancellation of Late Charge/Interest/AIN 139828/Gillum
Temporary Increase for Petty Cash EOC
PAF/SCF Report: PP08/Human Resources

BOCC Signatures for Indigent Cases: 3/26/2020 through 4/1/2020

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

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

The motion carried.

D. Payables List (Action):

In response to a question from Chairman Fillios, Staff Accountant – Grants Julina Hildreth explained some expenses from the EOC (Emergency Operations Center). All three Commissioners declared that they were satisfied with the explanation and approved the charges.

Commissioner Duncan moved that the Board accept the Payables List for the week of March 30, 2020 through April 3, 2020 in the amount of \$476,983.17, with jury payments of \$2,047.33. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

E. Changes to the Agenda (Action):

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested an additional item be added to the agenda as an urgent matter. She explained that the Federal Government had made additional no-match grant funds available through the FTA (Federal Transit Administration) and RMO wished the Board's approval to submit an application.

Staff Accountant – Grants Julina Hildreth confirmed that if the Board's approval were given now, considerable staff time could be saved because entries would not have to be recoded after the upcoming payroll cycle. She pointed out the item was directly related to the current state of emergency.

Civil Deputy Prosecuting Attorney R. David Ferguson commented that he felt this was appropriate to add to today's agenda.

Commissioner Chris Fillios agreed and said it would be the first item addressed.

- F. **Action Items:**
- G.

FTA CARES Grant Application/RMO

Ms. Riley explained that as part of the FTA CARES Act, signed into law on March 27, 2020, public transportation was allotted 25 billion dollars. She said that on April 2, the FTA announced how those dollars would be allocated to local areas. She asked the Board's authorization to apply. She stated that Kootenai County's portion would be \$4,547,613 and added that the funding was 100% federal, with no local match required. She noted that operations, preventive maintenance and security for public transit would be covered.

Commissioner Duncan moved that the Board approve the grant application for the FY20 CARES Act. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Development and Ground Lease/AAL-2020-300/Poe Asphalt Paving/Airport

Airport Director Steven Kjergaard requested the Board's approval for a new lease agreement at 20.3 cents per square foot, with an annual lease rate of \$3,196.03, for Poe Asphalt Paving.

Commissioner Duncan moved that the Board approve the development and ground lease AAL-2020-300 for Poe Asphalt Paving. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Development and Ground Lease/AAL-2020-400/Fightertown, LLC/Airport

Mr. Kjergaard requested the Board's approval for a new lease agreement at 20.3 cents per square foot, with an annual lease rate of \$2,710.86, with Fightertown, LLC.

Commissioner Duncan moved that the Board approve the development and ground lease AAL-2020-400 with Fightertown, LLC. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Work Order 20-002/Exhibit A/Scope of Work/T-O Engineers/Airport

Mr. Kjergaard requested the Board’s approval of Work Order 20-002/Exhibit A with T-O Engineers for \$465,788.39. He explained it was an FAA (Federal Aviation Administration) project that would fall under the CARES Act and be eligible for 100% funding, with no local match. He said it would be for the design of the decoupling of runway 2-0 and 2-4.

Commissioner Duncan moved that the Board approve Work Order 20-002/Exhibit A for the scope of work for T-O Engineers. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Certificate of Substantial Completion/Architects West, Inc./Dardan Enterprises, Inc./Coroner Project/Riley/Board of Commissioners

Contractor Shawn Riley requested the Board’s approval of the Certificate of Substantial Completion for the Coroner’s Remodel Project. He explained that Architects West, Inc. would sign off on the certificate and Dardan Enterprises would receive the payment.

Commissioner Duncan moved that the Board approve the Certificate of Substantial Completion with Dardan Enterprises, Inc. for the Coroner Project. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Revised/RTU Replacement Proposal/Jail Housing/McKinstry/Riley/KCSO

Mr. Riley reminded the Commissioners that he had arranged to purchase nine RTU (Roof Top Units) for the Jail with funds from the 5 Year Plan. He remarked that the dealer had offered a revised deal including one year free maintenance, making a total savings to the County of about \$30,000 if all nine were bought at once. He asked the Board’s approval.

Commissioner Duncan moved that the Board approve the revised RTU Replacement Proposal for the Jail Housing with McKinstry. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

**Resolution 2020-36/Homeowners' Exemption/Property Tax Relief/VA Application
Deadline Extension/Assessor**

Chief Deputy Assessor Joe Johns requested the Board's approval of Resolution 2020-36. He explained that the Governor had ordered an extension of the application deadlines for the Circuit Breaker and Veterans' Property Tax Relief programs, but had not ordered an extension for the Homeowner's Exemption. He said that this resolution would allow extensions on Homeowner's Exemption applications for people eligible for the other two programs, so all their deadlines would match.

Commissioner Duncan moved that the Board approve Resolution 2020-36 to extend the Homeowners' Exemption deadline in correlation with the Circuit Breaker and Veterans' Property Tax Relief applications. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Discussion/Warranty Limitations/Harrison Breakwater Contract/Parks & Waterways

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder explained that there would be some warranty limitations included in the contract for the Harrison Breakwater Project. He explained that the new pilings would be attached to the old pilings, instead of being installed alone. Due to this, he said the contractor would not warranty the old pilings. He said that the tolerance for ice movement had been reduced to two inches as well, and the contractor wished to adjust the warranty to reflect that. The Commissioners voiced their understanding of the limitations.

Chairman Fillios noted that no action was required on this item at this time.

H. 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.

I. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:28 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____

Tina Ginorio, Deputy Clerk
