

**Minutes of Meeting**  
**Business Meeting**  
**April 14, 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 Public Defender Anne C. Taylor, Finance Director Dena Darrow, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, Civil Deputy Prosecuting Attorney R. David Ferguson, KCSO 911 Communications Services Manager Collin McRoy, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley. Commissioner Leslie Duncan, Commissioner Bill Brooks, Mr. Snyder, Mr. McRoy and Mr. Riley were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:03 p.m.
- B. Pledge of Allegiance:** Public Defender Anne C. Taylor led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**  
**Minutes of Meetings:**  
There were no minutes to be approved.

**Board Actions:**

Treasurer’s Monthly Settlements and Statements/March 2020  
Approval/KN95 Masks/Office of Emergency Management  
Hayden Area Regional Sewer Board (HARSB) Facility Upgrades/Payment Approval  
Form/J-U-B Engineering  
Request for Temp Intern/Public Defender  
Request for Job Evaluation/Classification/Heavy Equipment Mechanic/Solid Waste  
Regence Claims Administrator Plan/COVID-19  
Kennel License Renewal/Double J Dog Ranch/Justus  
BOCC Signatures for Indigent Cases: 4/2/2020 through 4/8/2020  
PAF/SCF Report: BOCC Review PP08/Human Resources

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):**

Commissioner Duncan moved that the Board accept the Payables List for the week of April 6, 2020 through April 10, 2020 in the amount of \$376,744.14, with no jury payments. 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):**

Commissioner Duncan asked that item number 11 on the agenda be considered as part of item number 4. Chairman Fillios agreed.

**F. Action Items:**

**Award Contract/Breakwater Construction & Installation/Bellingham Marine Industries/Parks & Waterways**

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval to award the contract for the Breakwater Construction and Installation to Bellingham Marine Industries. He explained that the total cost would be \$1,123,817, which would come from State and Federal grants, plus boat launch user fees. He noted that no tax funds had been required to fund the project.

Commissioner Duncan moved that the Board award the contract to Bellingham Marine Industries for the Breakwater Construction and Installation. 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.

**Quote/Purchase Contract/Microwave Dispatch/Day Wireless Systems/KCSO/911**

KCSO 911 Communications Services Manager Colin McRoy requested the Board's approval of a contract with Day Wireless Systems. He noted that it was a budgeted expense.

Commissioner Duncan moved that the Board approve the purchase contract for the microwave dispatch connector for the Sheriff's Department with Day Wireless Systems. 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.

**Request Approval/Payment to City of Coeur d'Alene/Sewer Cap Fee/Compton Sewer Project/Riley/Board of Commissioners**

Contractor Shawn Riley requested the Board's approval of a payment to the City of Coeur d'Alene in the amount of \$7,341.60 for the sewer cap fee for the Compton Sewer Project.

Commissioner Duncan moved that the Board approve the request for payment to the City of Coeur d'Alene for the sewer cap fee for the Compton Sewer 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.

**Consider Memo/Department of Environmental Quality (DEQ)/Underground Storage Tank Project/Jail/Riley/Board of Commissioners**

Mr. Riley explained that there were continued complications with the Underground Storage Tank Project at the Jail. He reported that they had removed twenty cubic feet of soil and had believed all the contamination had been removed. He said that testing had revealed this was not so, but they could not remove any more soil without compromising the building's structural integrity. He stated that additional testing was to be done and other methods of mitigation to satisfy DEQ (Department of Environmental Quality) requirements would be explored.

Information Technology (IT) Director James Martin entered the meeting at 2:12 p.m.

Mr. Riley stated that he needed to make sure that the memo from the DEQ had been officially received and entered into the record. He requested the Board's approval to have an additional outdoor test performed and estimated the cost to be around \$200.

Commissioner Duncan moved that the Board, in consideration of the memo from the Department of Environmental Quality regarding the Underground Storage Tank Project, allocate \$500 to the outdoor test as described by Mr. Riley. 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.

**Professional Service Agreement/Information Technology Consulting Services/Brennan/Information Technology**

Mr. Martin requested the Board's approval of a continued professional service agreement for information technology consulting services with Stan Brennan after his retirement in July 2020. He explained that Mr. Brennan would be on retainer, on an as-needed basis, for seven months after his retirement, with a maximum of 304 hours at \$110 per hour. He said that this would be a safety net in case they ran into difficulties during the final change-over to Mr. Brennan's replacement.

Commissioner Duncan moved that the Board approve the professional service agreement for information technology consulting services with Mr. Brennan. 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.

Mr. Martin exited the meeting at 2:17 p.m.

Chief Deputy Assessor Joe Johns and Community Development Director David Callahan entered the meeting at 2:17 p.m.

**Tax Deed Bid/AIN 256820/Schafer**

Chairman Fillios opened the tax deed bid for AIN 256820 and stated that Chris Schafer had enclosed a check for \$1,300 for the parcel.

Mr. Callahan requested additional time to research details of the property and Mr. Schafer's request.

Civil Deputy Prosecuting Attorney R. David Ferguson suggested that the issue be brought to another Business Meeting to allow Mr. Callahan the time requested.

Chairman Fillios agreed and directed that Mr. Callahan proceed as described. There were no objections voiced. No motion was required for this item.

**Tax Deed Bid/AIN 128085/Nagel**

Chairman Fillios opened the tax deed bid for AIN 128085 and stated that it included a check for \$100. He remarked that there would be deed restrictions on the parcel, since part of it had been used as a cemetery since 1940.

Mr. Callahan suggested this item be moved forward to a future Business Meeting to allow him time to discuss the deed restrictions and other issues with the bidder.

Chairman Fillios agreed and directed that Mr. Callahan proceed as described. There were no objections voiced. No motion was required for this item.

Mr. Callahan and Mr. Johns exited the meeting at 2:22 p.m.

Airport Director Steven Kjergaard entered the meeting at 2:22 p.m.

**Award Bid 2020-03/North Taxiway/FAA/AIP 047/2019 & 048/2020**

Mr. Kjergaard requested that the Board award Bid 2020-03 to Northwest Grading for \$1,236,694.25 for the North Taxiway Project. He noted that the bid had been reviewed

by Legal and the Airport Engineers. He reported that this would be 100% funded by the FAA (Federal Aviation Administration).

Commissioner Duncan moved that the Board award Bid 2020-03 for the North Taxiway, FAA/AIM 045-2019 & 048/2020, to Northwest Grading in the amount of \$1,236,694.25. 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.

Resource Management Office (RMO) Senior Program Manager Kimberli Riley entered the meeting via teleconference call at 2:24 p.m.

**Resolution 2020-37/Designation of Applicant's Agent/Office of Emergency Management**

Ms. Riley requested the Board's approval of Resolution 2020-34, to change the designation of Sandy Von Behren as the primary agent for Office of Emergency Management (OEM) grant activity to Tiffany Westbrook. She noted that RMO Director Jody Bieze remained the secondary agent for OEM grant activity.

Commissioner Duncan moved that the Board approve Resolution 2020-37, the designation of the applicant's agent for the Office of Emergency Management. 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.

**Request/Move 3 AT3 Positions to AT4/Reclassify Workload Grant Positions to AT2 Positions/Public Defender**

Public Defender Anne C. Taylor requested the Board's approval to move three AT3 attorneys to AT4 and to reclassify Workload Grant Positions to AT2 to better manage their current staffing needs.

Commissioner Duncan moved that the Board approve the request for the Public Defender's Office to move three AT3 positions to AT4 positions and reclassify the Workload Grant Positions to AT2 positions, as according to the specific employees outlined in the memo all coming in at specified times: one in June, one in July and one in August at the minimum salary for the new grade. 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: Jail Underground Storage Tank and DEQ**

This topic was included under item four on the agenda.

**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 2:31 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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