

**Minutes of Meeting
Commissioners' Debriefing
May 28, 2019
9:00 a.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 Coroner Warren Keene, M.D., Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiaramonte, Airport Director Steven Kjergaard, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Business Meeting Ordinance

Commissioner Leslie Duncan reminded the other Commissioners that an ordinance determined that the County's Business Meeting should be held each week on Tuesday at 2:00 p.m. She said she had received a comment regarding Commissioner attendance at the Business Meetings. She suggested that, if at all possible, all three of the Commissioners make every effort to be present for the Tuesday Business Meetings.

Commissioner Bill Brooks pointed out that the statute did not specifically require individual Commissioner's presence at the Business Meeting and strongly cautioned against mandating attendance. He noted that sometimes other demands had to be given priority.

Commissioner Duncan acknowledged Commissioner Brooks' statement and said she would look into the ordinance about the Business meeting further and share any findings of significance.

Basin Environmental Improvement Planning Commission (BEIPC) Update

Commissioner Duncan said she had attended the BEIPC meeting last week; there were no new issues brought up. She said the Coeur d'Alene Tribe continued to express concern about the Lake Management Plan and the treatments being implemented to improve the Lake. She remarked that the Tribe had some alternative treatment options they would like to explore, but it was not clear whether the DEQ (Department of Environmental Quality) would support them.

Commissioner Duncan reported that the Restoration Partnership had stated they had narrowed down their list of potential projects from forty-four to seven.

Parking Lot Projects

Commissioner Duncan reminded those assembled that Contractor Shawn Riley had provided the Board with a series of options for the Administrative Building parking lot and the Elections Office parking lot. Chairman Fillios remarked that no decisions had been made about those options yet.

Commissioner Duncan said she would be in favor of having the swale removed from the Administrative Building parking lot, to increase parking spaces and improve safety. Commissioner Brooks stated he felt that either plan for that lot would be too expensive. Mr. Riley commented that, at the least, the lot would have to be repaved or its condition would deteriorate. Chairman Fillios said he also felt removing the swale was the right decision.

Finance Director Dena Darrow confirmed that there was sufficient money left in the Jail Construction Fund to cover the expense.

Mr. Riley indicated that the plan to make improvements to the Elections Office parking lot was being pursued. Chairman Fillios and Commissioner Duncan urged Mr. Riley to proceed with the plan to improve the Administrative Building parking lot as well.

Coroner Office Remodel

Mr. Riley reported that he had met with Architects West last week regarding the planned remodeling of the Coroner's Office. He said they now had a completed set of plans and the design work was finished. He noted that \$13,000 of the allotted \$25,000 had been spent, but no funds had yet been set aside for construction.

Chairman Fillios asked whether the project could be sent out for bids. Mr. Riley recommended against it. He suggested it be put out for bids in the fall, when the prices would probably be lower. He said the current estimate for the project was \$60,000 and he would advise that a further \$10,000 for contingencies be added to that. Coroner Warren Keene, M.D. pointed out that a 15% construction contingency allowance had been included in the original \$60,000 estimate.

Ms. Darrow suggested that a \$60,000 placeholder be put in the Budget for now. The Commissioners voiced general agreement.

Airport Liquor License

Airport Director Steven Kjergaard informed the Commissioners that the Airport possessed a liquor license that was actually "owned" by the Board of County Commissioners. He said it would allow one entity to operate with a full liquor license or multiple entities to provide beer and wine. He stated that one of the FBO (Fixed Base Operators) would like to use the full liquor license option and asked the Board how they wanted to proceed.

Commissioner Brooks asked whether the liquor license would entail any corporate or personal liability on the part of the Board as a whole or the individual Commissioners.

Mr. Kjergaard said he believed it would. Commissioner Brooks stated he would not be interested in allowing the FBO to access the license if that were the case.

Ms. Darrow pointed out that the license would represent a revenue stream for the County and suggested it was worth examining further. Mr. Kjergaard said he would ask Legal to look into it and would report any findings to the Board.

Commissioner Brooks remarked that he would be willing to reconsider his position if Legal found that there were no liability issues. He also suggested that, if the license were to be used, it could be offered for bids among all the FBOs.

Airport Contract Signing Progress

Mr. Kjergaard reported that there were two leases on the agenda for the Business Meeting later today. He said there was also a development agreement, that he called a Part 13 Agreement, on that agenda which would have to be approved first, to allow the leases to be completed.

He confirmed that the remaining three Airport leases would be ready for next week's Business Meeting agenda.

D. 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 was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 9:31 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
