

Minutes of Meeting
Business Meeting
June 11, 2019
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 Prosecutor Barry McHugh, Civil Deputy Prosecuting Attorney Jamila Holmes, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, Solid Waste (SW) Director Cathy Mayer, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiaramonte, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, KCSO Sergeant Rikki Hinchee, KCSO Sergeant William Klinkefus, KCSO Personnel Technician Marcia Heglie, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Buildings & Grounds (B&G) Operations Manager Greg Manley, B&G Assistant Manager Tom Reed, B&G Administrative Secretary Kristi Koehn, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.

- B. Pledge of Allegiance:** KCSO Personnel Technician Marcia Heglie led the Pledge of Allegiance.

- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**
 - 05/13/2019 FY2020 Budget Review – Assessor
 - 05/13/2019 FY2020 Preliminary Budget Review – Session 1/Sheriff
 - 05/16/2019 Deliberations/MSF19-0003/Lone Mountain Estates/Community Development

 - 05/20/2019 Buildings & Grounds
 - 05/20/2019 Kootenai Recovery Community Center
 - 05/20/2019 Animal Damage Control District #1 Program
 - 05/23/2019 Deliberations/MSP18-0002/Lake Club Estates/Community Development
 - 05/23/2019 Human Resources
 - 05/23/2019 North Idaho CASA
 - 05/24/2019 Noxious Weed Control
 - 05/28/2019 Commissioners’ Debriefing
 - 05/28/2019 Fleet Management
 - 05/28/2019 Business Meeting
 - 05/29/2019 Canvass Results for May Elections
 - 05/29/2019 Forest Service
 - 05/29/2019 FY2020 Preliminary Budget Review – Treasurer
 - 05/30/2019 Human Resources: Personnel Changes
 - 06/03/2019 Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

Board Actions:

Assessor's Adjustment to Solid Waste Fee/AIN Nos. 236477/BRS & JJS Revocable Trust;
138129/Halsne
Treasurer's Monthly Settlements and Statements/May 2019
Local Emergency Planning Committee (LEPC) Nomination/Higgins
Deny/Cancellation of Taxes: Twardowski; SunnySlopes/ Shearer; Bistline
Noxious Weed Control Agreements: Scarcello; Sylte
PAF/SCF Report: BOCC Review PP12/Human Resources
BOCC Signatures for Indigent Cases: 5/30/2019 through 6/05/2019
Kennel License Renewal/Templin; New Application /Gotreau

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 June 3, 2019 through June 7, 2019 in the amount of \$416,732.28, with jury payments of \$1,330.36. 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): There were no changes to the agenda.

F. Action Items:

Award Bid 2019-07/Construction of Household Hazardous Waste (HHW) Facility/Solid Waste

Solid Waste (SW) Director Cathy Mayer requested the Board's approval of awarding bid 2019-07 for the construction of the Household Hazardous Waste (HHW) Facility at the Ramsey Transfer Station to NNAC (National Native American Construction) in an amount not to exceed \$1,055,730. She noted it would be a pre-manufactured steel structure of about six thousand square feet.

Commissioner Duncan moved that the Board approve the award of bid 2019-07 to NNAC in the amount not to exceed \$1,055,730 for the construction of the Household Hazardous Waste Facility. 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.

Award Bid 2019-10/Central Corridor Project/Solid Waste

Ms. Mayer requested the Board's approval of awarding bid 2019-10 to Earthworks Northwest, Inc. in an amount not to exceed \$1,596,480. She explained it was for the installation of a lining system at the landfill and also included a new entry road and weigh scales.

Commissioner Duncan moved that the Board approve awarding the bid 2019-10 for the Central Corridor Project to Earthworks Northwest, Inc. not to exceed \$1,596,480. 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.

Award Badge/Weapon/ID Card/Retirement of Deputy Konecny

KCSO Personnel Technician Marcia Heglie requested the Board's approval to award his badge, duty weapon and ID card to KCSO Deputy Konecny upon his retirement.

Commissioner Duncan moved that the Board approve the awarding of his badge, duty weapon and ID card to Deputy Konecny upon his retirement. 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.

Ms. Heglie exited the meeting at 2:05 p.m.

Maintenance Agreement/H&H Business Systems/KCSO

KCSO Sergeant Rikki Hinchee requested the Board's approval of a maintenance agreement with H&H Business Systems. He explained that the Jail had received a printer from the construction company that had done the Jail Expansion Project that they wanted to cover under their current contract with H&H. He reported there would be no increase in costs.

Commissioner Duncan moved that the Board approve the maintenance agreement with H&H Business Systems and KCSO. 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.

Permanent Slope Easement/Solid Waste

Civil Deputy Prosecuting Attorney Jamila Holmes explained that Solid Waste was requesting a permanent slope easement for the Lakes Highway District. She said that there was a road-widening project going on near the Super 1 in Athol. Ms. Holmes pointed out that there was a rural collection site on one side of Howard Road that would be affected. She reported that Ms. Mayer had agreed to the proposal and asked the Board's approval.

Commissioner Duncan moved that the Board approve the permanent slope easement between Lakes Highway District and Kootenai County for the Solid Waste collection site located on Howard Road. 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.

Ms. Mayer exited the meeting at 2:07 p.m.

Agreement/Harrison Attenuator Design/Parks & Waterways

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder requested the Board's approval of an agreement with Smithgroup, Inc. for the wave attenuation design for the Harrison Breakwater replacement. He noted the cost would be \$14,500, which would be paid out of restricted boating dollars and grants, and had been budgeted.

Commissioner Duncan moved that the Board approve the agreement for the Harrison attenuator design for the Breakwater with Smithgroup, Inc. 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.

Grant Award/18WFM Kootenai/Fernan Lake Natural Area Project/Resource Management Office/Office of Emergency Management

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval of a grant award for the Fernan Lake Natural Area Project. She

explained it was for hazardous fuel treatment. She said they had been awarded \$240,000, with a required match of \$26,841 that would be provided in-kind.

Commissioner Duncan moved that the Board approve the grant award 18WFM for the Fernan Lake Natural Area Project to 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.

Grant Application/FY19 Bulletproof Vest Partnership/Office of Justice Programs/Bureau of Justice Assistance/KCSO/Resource Management Office

Ms. Riley requested the Board's approval of the grant application for the FY19 Bulletproof Vest Partnership. She explained this was a reimbursement grant for bulletproof vests that had been replaced and would cover 50% of the cost, with the County paying the remaining 50%. She noted this had already been included in the FY20 Budget.

Commissioner Duncan moved that the Board approve the grant application for the FY19 Bulletproof Vest Partnership with the Office of Justice Programs. 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.

Change Orders 6 – 9/Riverstone Transit Center/Resource Management Office

Ms. Riley explained this item represented a summary of change orders six through nine. She noted that number six and number nine had been brought before the Board previously and been approved. She said that all of the included change orders had now been negotiated. She listed the specific items:

- Number six – site revisions with monument sign lighting, landscape lighting, and installing and lighting a flagpole.
- Number seven – approach revisions
- Number eight – exterior furring
- Number nine – street tree receptacles

Ms. Riley added that the total was \$19,052 and would be covered by the contingency allowance of the project's budget.

Commissioner Duncan moved that the Board approve change orders six through nine for the Riverstone Transit Center in the amount of \$19,052. 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.

Change Order #11/Trail Grading/Riverstone Transit Center/Resource Management Office

Ms. Riley stated the amount for this change order would be \$12,433.24.

Contractor Shawn Riley explained that the City of Coeur d'Alene had originally gotten a grant to extend the bike trail that runs down Seltice to come across behind the Transit Center, hook up with Riverstone, be extended up past the hotel and eventually reach Northwest Boulevard. He said that the bids that had come in for the project had been too high and the City did not use the money in time, so they lost their grant. He said the City had approached the County representatives and asked if the County would be willing to pay for having the path rough-graded and stated they would pave it at a later date. Mr. Riley stated this change order was intended to allow T Lariviere to do the requested work and that the project budget could cover it.

Ms. Riley noted that the City had offered to pay the cash match for the change order. She said completing this path was on KMPO's (Kootenai Metropolitan Planning Organization) agenda.

Mr. Riley said if this were going to be done, it should be done now, since the Transit Center's lot would be paved on July 8, 2019. He explained that the trail directly abutted the landscaping of the Transit Center; the curb wall had been designed with this in mind. Mr. Riley said that if it were not done now, some of the landscaping and irrigation would have to be replaced in the future. He stated that his impression was that the City was committed to doing it and would complete the paving of the trail within a year and a half.

Commissioner Duncan moved that the Board approve change order #11 for trail grading at the Riverstone Transit Center. 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.

Grant Project Funding Agreement/Idaho Transportation Department/Multi-Model Transit Center/Resource Management Office

Ms. Riley explained that this represented excess FY18 funding that ITD (Idaho Transportation Department) had available for specific types of projects. She said that the Transit Center would qualify for it and would give them enough money to begin Phase II.

She stated the grant would be for \$200,000, with \$50,000 match required, either in-kind or cash.

Commissioner Duncan moved that the Board approve the grant project funding agreement with the Idaho Transportation Department as described. 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 to Shift Salary Salvage Dollars to B Budget/Prosecutor

Prosecutor Barry McHugh provided the Commissioners with a copy of his memo. He explained that in the past budget year, his office had experienced some unanticipated expenses for Westlaw legal research and Adobe Pro licenses. He asked the Board to approve the transfer of some salary salvage to his B Budget to cover \$5,000 to send five attorneys to the August Idaho Prosecuting Attorney's Association Conference and \$2,400 to upgrade computer monitors for his department's support staff.

Commissioner Duncan expressed her concern regarding the three positions for his department that had previously been covered out of Board Contingency Funds, rather than from salvage. Commissioner Duncan asked if the dual monitors had been included in his FY2020 Budget. He said they were not.

Commissioner Brooks moved that the Board approve the request by the Prosecuting Attorney to shift salary salvage dollars to his B Budget in the amount of \$7,400. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Nay

Chairman Fillios: Aye

The motion carried.

Agreement/4th of July Parking/Kootenai County/Coeur d'Alene Chamber/Board of Commissioners

Chairman Fillios reminded those assembled that this item was related to the City of Coeur d'Alene Chamber of Commerce's request regarding parking for the 4th of July holiday.

Commissioner Duncan expressed her reservations about making taxpayer-funded parking lots into paid parking for the holiday. She suggested a donation bucket might be more appropriate.

Chairman Fillios explained the money collected was used to pay for the fireworks display and noted that when donation buckets had been used in the past, the amount received had fallen short. He also pointed out that many of the people who would be paying for parking were not the County's resident taxpayers.

Commissioner Brooks moved that the Board approve the agreement for 4th of July parking with the City of Coeur d'Alene as described. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Budget Adjustment/HVAC Replacement/Courthouse/Buildings & Grounds

Buildings & Grounds (B&G) Operations Manager Greg Manley requested the Board's approval for a Budget adjustment to cover HVAC replacement at the Courthouse. He explained he would like to move \$9,800 from Fund 8517 into Fund 9011.

Commissioner Duncan pointed out that, due to the amount being over \$5,000, the item must be counted as a fixed asset. Finance Director Dena Darrow confirmed this.

Contractor Shawn Riley voiced some questions about the required process. He said he had not found any statute to support this requirement.

Ms. Holmes stated that, since his points had not been included as an agenda item, they should be handled at another meeting. Civil Deputy Prosecuting Attorney R. David Ferguson agreed.

Commissioner Duncan moved that the Board approve the Budget adjustment taking \$9,800 from 8517 and placing them in 9011 to cover the HVAC replacement at the Courthouse. 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 2019-55 Exchange or Trade of Personal Property/KCSO

KCSO Sergeant William Klinkofus requested the Board's approval of Resolution 2019-55, for the exchange or trade of personal property. He explained that they wanted to trade in five diving dry suits to Jake Powlison of Jake's Scuba Adventures for one new waterproof D7X dry suit valued at \$2,899. He noted that the ones being traded in were between twenty and twenty-five years old and had not been used for over ten years.

Commissioner Duncan moved that the Board approve Resolution 2019-55, for the exchange or trade of personal property, in this case dive suits, with Jake's Scuba Adventures. 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.

- 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.

Commissioner Brooks expressed his concern regarding tax rates in the County. He said he had received a number of calls and emails from people who felt the taxes were too high. He stressed that foregone taxes should not be considered under any circumstances.

- H. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:35 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
