

**Minutes of Meeting**  
**Business Meeting**  
**June 30, 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 Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Captain John Holecek, Administrative Assistant Tammy Exley, Chief Deputy Treasurer Laurie Thomas, Finance Director Dena Darrow, Staff Accountant – Grants Julina Hildreth, Staff Accountant – Budget Michelle Chiaramonte, Community Development Director David Callahan, Resource Management Office (RMO) Director Jody Bieze, Senior Program Manager Kimberli Riley, Transit Fleet Maintenance Operator David Waterhouse, Parks & Waterways/Noxious Weeds/Snowgroomers Director Nick Snyder, Building & Grounds (B&G) Operations Manager Greg Manley, Information Technology (IT) Network Administrator Grant Kinsey, Civil Deputy Prosecutor R. David Ferguson, Juvenile Diversion Supervisor Doug Hall, BOCC Administrative Supervisor Leighanna Ward, Communications Manager Nancy Jones, Senior Business Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley. Mr. Riley, Ms. Riley, Captain Holecek, and Ms. Thomas were present via teleconference. Also present were Mike Kennedy and Patrick Whalen of Intermax.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:04 p.m.
  
- B. Pledge of Allegiance:** Community Development Director David Callahan led the Pledge of Allegiance.
  
- C. Approval of Consent Calendar:**  
**Minutes of Meetings:**
  - 06/12/2020 FY21 Budget Deliberations
  - 06/15/2020 Commissioners’ Status Update
  - 06/16/2020 Business Meeting
  - 06/16/2020 North Idaho Fair Board Quarterly Update

**Board Actions:**

Assessor’s Adjustment to tax/valuation/AIN Nos. 128191/Cascadia Molding; 110262/Ellis Approval Order/Tax Exempt Status/Rathdrum Grange #351  
Approval Order/Hardship 2020-04/AIN Nos. 168702; 142341  
Approval/Snowgroomer Expense/Coastline Equipment Inc.  
PAF/SCF Report: BOCC Review PP14/Week 1/Human Resources  
BOCC Signatures for Indigent Cases: 06/18/2020 through 06/24/2020

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

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Duncan moved to accept the Payables List for the week of June 22, 2020 through June 26, 2020 in the amount of \$437,423.91 with no jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

**E. Changes to the Agenda:** Item Number 13 was removed from the agenda.

**F. New Business:**

**Bid Opening 2020-04/Body Scanner/Kootenai County Jail/KCSO**

Captain John Holecek explained that on April 7, 2020, the Sheriff's Office had started the bid process to purchase a body scanner for the Jail and had ultimately only received two bids. Further, one bid had met the requested criteria, which was from OD Security North America for \$118,750 and Captain Holecek had requested the Board award the bid to them.

Commissioner Duncan pointed out that the funding would be pulled from a few different sources and asked Captain Holecek to explain their reasoning as Jail Medical and overtime had budgetary overages. Captain Holecek said there would be approximately \$120,000 in salary savings in their Personnel Budget based on current projections, but the Jail Medical overages were unforeseen. He said that there were still some line items in their budgets that had surplus funds. Commissioner Duncan said that she could not move forward with supporting the \$120,000 purchase outside of the budget when there were unforeseen overages. She clarified that she was not against the body scanner entirely, but wanted to have time to look deeper.

Commissioner Brooks said that it was a much needed item that should have been approved last budget year and was not willing to wait any longer.

Chairman Fillios said he did not question the necessity of the body scanner, but would like to see the budget come under better control; as such, he requested to revisit the request in August.

Undersheriff Dan Mattos addressed the Board and asked that they look at the numbers their office had provided and asked that the Board talk to them if there were any further concerns. Contractor Shawn Riley said that the Compton Sewer Project was scheduled to be completed in roughly one week and said there may be some funding (approximately \$30,000) left from that project, as it was currently under budget.

Finance Director Dena Darrow pointed out that some of the overtime overages could possibly be reimbursed from Covid-19 Funds and would know more in the following days.

**Agreement/Lakeland Joint School District #272/Juvenile Diversion**

Juvenile Diversion Supervisor Doug Hall requested approval of a user agreement between Juvenile Diversion and Lakeland Joint School District that would allow them to use a classroom for their drug and alcohol classes. He said there was no cost associated with the agreement.

Commissioner Brooks moved to approve the agreement with Lakeland Joint School District and Juvenile Diversion. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

Mr. Hall exited the meeting at 2:16 p.m.

**Contract/E-Payment Services/Point & Pay, LLC/Treasurer**

Chief Deputy Treasurer Laurie Thomas requested approval of a master services agreement for e-payment services with Point & Pay, LLC. She explained that this contract was already being utilized by District Court and that the Sheriff's Office had intended to use the system also. Ms. Thomas stated that having a master services agreement would allow any department to use the e-payment services, allowing for streamlining, without adding addendums each time a department wished to use the service.

Commissioner Duncan moved to approve the contract for e-payment services with Point & Pay, LLC. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

**Funding Request/Cataldo Fence Project/Parks & Waterways**

P&W/Noxious Weeds/Snowgroomers Director Nick Snyder explained that his departments managed numerous flood mitigation properties in Cataldo and had performed a remediation project the year prior. He explained that the project had changed the look of the area, which had caused confusion of the neighbors as to where the property lines were. Mr. Snyder further explained that because of that, there was a conflict between the County and a private business about installing a 200 foot fence. He said that it would cost approximately \$1500, but it could not come out of the Parks Budget, as it was not a park; however, he would do whatever it took to complete the job. He also suggested adding a line item in their budget specifically for fencing.

Commissioner Brooks moved to approve the funding request for the Cataldo Fence Project with Parks and Waterways. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Mr. Snyder exited the meeting at 2:21 p.m.

**Lease Agreement/Drug Turn-In Box/Kootenai Hospital District dba Kootenai Health/KCSO**

Sheriff Ben Wolfinger said that a drug turn-in box was located at the Crisis Center, which allowed people to safely dispose of illegal substances or medications. He explained that due to a new law change, those boxes needed to be owned or leased by a law enforcement agency. Sheriff Wolfinger said he had met with Legal and the Crisis Center Director which had ultimately resulted in the Sheriff's Office leasing the drug turn-in box for \$1 a month.

Commissioner Duncan moved to approve the Chairman to execute the lease agreement for the drug turn-in box with Kootenai Hospital District dba Kootenai Health. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Sheriff Wolfinger, Undersheriff Mattos and Administrative Assistant Tammy Exley exited the meeting at 2:23 p.m.

**Contract Modifications/Transportation Services/Area Agency on Aging/Public Transportation/Resource Management Office**

RMO Senior Program Manager Kimberli Riley explained that there were modifications to the annual contract with Area Agency on Aging, which provided the cash match for the Ring-A-Ride Program. She said the contract was from July 1, 2020 through June 30, 2021 with the rate remaining the same as the year prior.

Commissioner Brooks moved to approve the contract modifications for transportation services with Area Agency on Aging through RMO. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**Purchase/Storage Shed/Public Transportation/Resource Management Office**

Ms. Riley requested approval to purchase a storage shed, which had not been included in the original plans for the Transit Center. She explained that they had acquired multiple pieces of equipment from Building & Grounds and needed a place to store it. Ms. Riley pointed out that due to the small size, a building permit was not needed and could be easily moved to an alternate location if the need arose. Further, if approved, they would need to pay half the price up front with the other half due upon delivery.

Commissioner Duncan moved to approve the purchase of the storage shed for the Riverstone Transit Center with half for the down payment and half upon delivery. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**Grant Application/State of Idaho Broadband/CARES Act/INTERMAX/Resource Management Office**

Intermax CEO Mike Kennedy said there had been a question asked that needed clarification; he explained that there had been concern about overlapping projects, to which Mr. Kennedy said there would not be. He also said that working with the County staff had been a joy, as they were true professionals.

Commissioner Duncan asked if because the County was applying for the grant, that meant the County would own the infrastructure. Mr. Kennedy said no, and explained that the grant was specific in saying the private entity must own the infrastructure. Commissioner Duncan said that she had read in the grant paperwork that this project was only for communities under 5000 people, and Mr. Kennedy explained that the communities affected were places like Athol, Bayview, and Cocolala, to name a few.

Commissioner Duncan said she was not in favor of skipping any of the permitting process, but fast-tracking the project was understandable. Mr. Kennedy assured the Board that this was not a 5G project, it was fixed wireless product.

IT Network Administrator Grant Kinsey said that he was excited for more broadband hitting the rural areas, but wanted to make sure the County would not end up liable. Commissioner Duncan said one concern she had was whether this would be creating a monopoly as Intermax had already received federal dollars and would receive even more with the approval of this grant. Mr. Kennedy said that there is always competition available, but the project was simply about getting people the service they needed so they could do things like distance learning, telehealth and working from home. He also pointed out that there may be applications from other entities that he was not aware of.

Chairman Fillios inquired about the timeline. Mr. Kennedy explained that the grant application will close July 13, the applications will be posted for public review on July 15, the grant challenge period will be July 15-July 21, and the applicants will be notified of

award by July 31; finally, the projects must be completed, paid for, verified and closed by December 15.

Chairman Fillios said there were two questions that they wanted answered: one, did it make sense for the County to be an administrator in the process and two, did they need to deem 'impending peril' to expedite the process. Community Development Director David Callahan said there were two approaches, one was a code amendment and the other was citing impending peril and explained in depth the two options. Commissioner Brooks said that people not having access to broadband in order to seek medical advice or learning could be considered impending peril. Commissioner Duncan disagreed with Commissioner Brooks, saying that she did not think that qualified as impending peril.

Commissioner Brooks moved to approve the grant application for the State of Idaho Broadband CARES Act with Intermax. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

#### **Request/Extension of Temporary Custodian/COVID-19/Building & Grounds**

B&G Operations Manager Greg Manley requested approval to extend the temporary custodian for 30 additional days, until the end of July.

Commissioner Duncan moved to approve the request for the extension of the temporary custodian to come from Fund 11. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

Mr. Manley exited the meeting at 2:54 p.m.

#### **Contract Agreement/Appraisal Services/Potential Acquisition/Valbridge Property Advisors/Riley/Board of Commissioners**

Contractor Shawn Riley requested approval of a contract agreement for appraisal services for a potential property acquisition in the amount of \$2950.

Commissioner Brooks moved to approve the agreement for appraisal services and potential acquisition with Valbridge Property Advisors. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

Ms. Darrow exited the meeting at 2:56 p.m.

**Public Defender Conflict Contract/McGrew/Board of Commissioners**

**Public Defender Conflict Contract/Riadh/Board of Commissioners**

BOCC Administrative Supervisor Leighanna Keiser presented contract modifications with two public defender conflict attorneys, stating that the last name of Ms. McGrew had been changed and the other had switched law firms.

Commissioner Duncan moved to approve the Public Defender Conflict Contracts with McGrew and Riadh. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**Approval/Rural Broadband Project and Funding/Board of Commissioners**

Commissioner Brooks moved that the Board find imminent peril in the case of the broadband application to fast track the planning and zoning process. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Nay

Chairman Fillios: Aye

The motion carried.

- G. Public Comment:** 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.

Chairman Fillios adjourned the meeting at 3:03 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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