

**Minutes of Meeting
Commissioners' Debriefing
September 3, 2019
11:00 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, Deputy Finance Director Keith Taylor, Buildings & Grounds (B&G) Assistant Manager Tom Reed, Civil Deputy Prosecuting Attorney Darrin Murphey, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley and Coeur d'Alene Press Reporter Brian Walker.

A. Call to Order: Chairman Chris Fillios called the meeting to order at 11:04 a.m.

B. Changes to the Agenda (Action):

Commissioner Bill Brooks requested that item five, Chris Wagner VA Case (Discussion), be removed from the agenda. There was general agreement.

C. Business:

Civic Engagement Alliance (Discussion)

Chairman Fillios stated that he received a call last week from a woman who said she represented the Civic Engagement Alliance and asked permission to set up a table by the Administrative Office Building on September 24, 2019 to register voters. He explained that September 24 was National Voter Registration Day. He commented that he believed this group was associated with the League of Woman Voters. Chairman Fillios reported that he told the woman that there would be construction going on in the Admin Building parking lot that day; she said she could set her table up on the sidewalk, so there was no problem.

Chairman Fillios said he would be in favor of allowing this. Civil Deputy Prosecuting Attorney Darrin Murphey confirmed that there was no legal issue with the proposal.

Commissioner Leslie Duncan remarked that she did not know anything about the group and suggested reviewing available information on them.

Romer Demolition Proposal (Discussion)

Contractor Shawn Riley reminded the Board that no bids had been received for the second offering of the Romer Building and that the Commissioners had encouraged him to research the cost to the County to tear it down. He said he spoke to Canon Hill and sent their proposal to the Commissioners; it was estimated that the cost would be less than \$50,000. He asked if the Board wished to direct him to review the bid with Legal and possibly bring back a contract and set a date to tear the building down.

Commissioner Brooks asked what would be left behind when the building was taken down. Mr. Riley said the contractor would put a fence around the perimeter for site security and public safety. He explained that the County would then be able to continue to rent that fence or put up its own fence until building began on the parcel.

All three Commissioners encouraged Mr. Riley to proceed as described.

Compton Building Sewer (Discussion)

Mr. Riley explained that the County had requested a permit to build a pole barn for KCSO Marine Division near the Sheriff's Office. He said that the City of Coeur d'Alene had examined the area around the construction site to be sure everything was within code. He reported they found the Compton Building was receiving a water bill but not a sewer bill because it had a septic tank. He noted that City Code 13.12.035 required that "property (that) results in generation or existence of sewage, which property abuts a public street, alley, or easement in which there is an adequate city sewer collector line shall at the owner's expense connect the sewage generating facilities on such property to the city sewer system within three hundred sixty five (365) days after notice to such owner to so connect." He concluded that the County would have to conform to the code; he had confirmed this with Mr. Murphey.

Mr. Riley said he had not yet asked whether the County could get a waiver on the sewer cap fee. He told the Commissioners that the City would send an official letter of notification shortly. He advised the Commissioners that a funding source for the expense would have to be worked out. Mr. Riley said that an engineer would definitely have to be part of the planning. He noted that the pre-existing septic tank would have to be dealt with but he was not sure what would be required.

Mr. Riley suggested that Ms. Darrow investigate whether the project could be covered under a Justice Fund Account. He added that the first step would be to select an engineer and have the engineer contact Waste Water to determine how the lines would need to be placed. He suggested that Welch Comer would be a good choice because they had designed the entire sewer system for the Jail, the Jail Expansion, the RV Park and JDC (Juvenile Detention Center).

Mr. Riley suggested that Ms. Darrow plan for the project to cost about \$200,000 when she was looking for funding sources.

Coroner Remodel Project Timeline (Discussion)

Mr. Riley commented that he had spoken to Scott Fischer at Architects West and was told that all of the paperwork related to this project had been delivered to Chief Deputy Prosecutor Barry Black. He said the projected timeline might have to be moved back by one week depending on when Mr. Black reviewed the material.

Mr. Riley said the plan was to put the notice in the newspapers on September 9 and 16, 2019, followed by a voluntary walkthrough of the pod on September 17, 2019. He stated the bids would be due to the BOCC on October 1, 2019 at 2 p.m., and then a Notice to

Award Bid could be given on October 8. After that, he said the contract signature and Notice to Proceed would be delivered to the BOCC on October 15, 2019. He said that ninety days would be allowed to achieve substantial completion of the work, with a projected date of January 18, 2020.

All three Commissioners agreed that Mr. Riley should proceed as described.

~~Chris Wagner VA Case (Discussion)~~ – Pulled

- 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.

Kootenai County Resident Cristina Ginorio inquired how the voter registrations taken by the Civic Engagement Alliance would be reviewed to ensure their validity.

Mr. Murphey explained that the voter registration cards would be turned over to the Clerk and would undergo the normal verification process.

BOCC Communications Manager Nancy Jones pointed out that, if a person arrived to cast a vote and found that the voter registration card they had completed in a registration drive had been lost, Idaho law permitted registration on Election Day.

- E. **Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:23 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
