

**Minutes of Meeting
Business Meeting
January 2, 2019
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Coroner Dr. Warren Keene, Building & Grounds Director Shawn Riley, Chief Bailiff Pete Barnes, Senior Staff Accountant Melissa Merrifield, Civil Deputy Prosecutor R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Communications Manager Nancy Jones, Senior Financial Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Chairman Eberlein was excused. Also present was Fair Board Member Jerry Johnson and Fairgrounds Office & Sales Manager Cory Jasmin. Chairman Marc Eberlein was excused.

- A. Call to Order:** Chairman Pro Tem Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** BOCC Senior Financial Analyst Nanci Plouffe led the Pledge of Allegiance.

C. Approval of Consent Calendar:

Minutes of Meetings:

- 11/08/2018 Public Hearing/ZON18-0004/Ordinance No. 531/White Dove, LLC/Community Development
- 11/08/2018 Public Hearing/ZON18-0005/Ordinance No. 532/NIHB Family Trust/Peck & Peck Excavating/Community Development
- 12/13/2018 Deliberations/MSF18-0007/Lone Mountain Estates/Big Sky Capital Inc./Community Development
- 12/17/2018 Airport & Airport Advisory Board Update
- 12/17/2018 Commissioners' Debriefing
- 12/18/2018 Business Meeting
- 12/18/2018 Idaho State Public Defense Commission Update
- 12/20/2018 Airport Advisory Board Appointments

Board Actions:

Assessor's Adjustment to tax/valuation/AIN Nos. 257381; 114117; 180408; 192599; 105794; 231104; 110694; 133773
Treasurer's Requests for Extension on taxes/AIN Nos. 121653; 246429; 182641; 214191; 202304; 170196; 132366; 318915; 131981; 141550; 306131; 180229; 154170; 147694; 125763; 189930; 198964; 199414; 218489; 201428
PAF/SCF Report: BOCC Review PP01/Human Resources
BOCC Signatures for Indigent Cases: 12/20/2018 through 12/26/2018

Commissioner Bob Bingham moved to approve the Consent Calendar as it appeared on the agenda. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

D. Approval of Payables List:

Commissioner Bingham moved to accept the Payables List for the week of December 24, 2018 through December 28, 2018 in the amount of \$214,099.92 with \$3675.79 in jury panel payments. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

E. Changes to the Agenda: There were no changes to the agenda.

F. New Business:

Correction/Declined Payment/Metal Detecting Units/District Court

Chief Bailiff Pete Barnes presented a memo to the Board that outlined an ongoing situation with a metal detector purchase at District Court. He explained that since his P-Card only had a certain limit, in order to purchase the metal detector, his limit would need to be increased. He received approval for his one-time limit increase and then purchased the metal detector on August 23, 2018 for \$5557.75. In December 2018, Mr. Barnes was informed by Galls (the company in which the metal detector had been purchased) that his August transaction had been declined. Upon further research, it was shown that Galls did not finalize the purchase until September 1, 2018, when Mr. Barnes's one-time purchase limit had been returned to the normal limit.

Mr. Barnes said that he was now requesting Board approval for the Auditor's Office to transfer \$5557.75 from his Operating Budget to his Capital Budget to finally satisfy the purchase. He added that the metal detector had been installed and was working great.

Commissioner Bingham moved to approve the corrected payment for the metal detector at District Court and for it to be transferred from the Operating Budget to the Capital Budget. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Agreement/Building Rental/Kootenai County Fairgrounds/Board of Commissioners

BOCC Communications Manager Nancy Jones presented an agreement between the Board and the Fairgrounds. She explained the agreement stated the County could rent Building 1 at the Fairgrounds on February 14, 2019 for an event hosted by the Employee Recognition Committee. She further explained there would be no rental fee; rather, the BOCC would be responsible for any pass through costs and that there was \$10,000 budgeted for the employee related events.

Commissioner Bingham moved to approve the Agreement between Kootenai County and the Fairgrounds. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Advisory Board Reappointments/Thorpe/Wiley/Vehr/Appoint Gfeller/Complete Term of Ronnestad/Appoint Alternate/Komberec/Airport Advisory Board

Ms. Jones requested the Board approve the Airport Advisory Board appointments.

Commissioner Bingham moved to approve the Airport Advisory Board Reappointments of Jim Thorpe, Nolan Wiley and Mark Vehr; Appoint Greg Gfeller to complete the term of Rich Ronnestad; and to appoint Tim Komberec as an alternate. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Resolution 2019-01/Classify Records/Coroner
Resolution 2019-02/Destroy Records/Coroner

Coroner Dr. Warren Keene explained the Coroner's Office was currently destroying paper records in order to become paperless and that these were all records that had reached their lifespan and had been scanned.

Commissioner Bingham moved to approve Resolutions 2019-01 and 2019-02. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

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 Pro Tem Fillios adjourned the meeting at 2:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN PRO TEM

BY: _____
Ronnie Davisson, Deputy Clerk
