

**Minutes of Meeting
Business Meeting
January 17, 2023
2:00 p.m.**

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Finance Director Brandi Falcon, Staff Accountant – Budget Arrow Gidney, Resource Management Office (RMO) Director Jody Bieze, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, KCSO Lieutenant Mark Ellis, Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo, Civil Deputy Prosecuting Attorney R. David Ferguson, Airport Administrative Assistant Linda Leigh, BOCC Senior Business Analyst Nanci Plouffe, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Coeur d’Alene Press Reporter Kaye Thornbrugh and Kootenai County Resident Diana Sheridan. Mr. Snyder, Ms. Bieze and Ms. Loffredo were present via teleconference.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 2:00 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** Coeur d’Alene Press Reporter Kaye Thornbrugh led the Pledge of Allegiance.
- D. Changes to the Agenda: (Action):**

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 changes to the agenda.

- E. Approve Meeting Minutes (Action)**

12/21/2022	Elected Officials
12/27/2022	Business Meeting
01/03/2023	Business Meeting
01/04/2023	Solid Waste
01/05/2023	Community Development Deliberations and Update

Commissioner Bruce Mattare moved that the Board approve items 1 through 5, the submitted minutes. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

F. Approve Consent Calendar (Action)

Assessor Adjustment to Tax-Valuation
Assessor Adjustment to Tax-Valuation
Assessor Adjustment to Tax-Valuation
Assessor Allow Homeowner Exemption
Assessor Allow Homeowner Exemption
Human Resources PAF/SCF Report for 2023 PP02 Week 2
BOCC Signatures for Indigent Cases: 01/05/2023 – 01/11/2023

Commissioner Brooks moved that the Board approve items 6 through 12 on the agenda, the Consent Calendar. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye
The motion carried.

G. Approve Payables List (Action)

Commissioner Brooks moved that the Board accept the Payables List for the week of January 9, 2023 through January 13, 2023 in the amount of \$1,323,511.00, with \$1,641.83 in jury payments. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye
The motion carried.

H. Business:

Grant Agreement/FS238COE/AIP054-057/Rehab RWY Lighting-Rehab TWY-SRE Building/Idaho Transportation Department (ITD) \$114,615.83/Cash Match \$/Airport (Action)

Airport Administrative Assistant Linda Leigh requested the Board's approval of a grant agreement for the rehabilitation of runway lighting, a taxiway and for the SRE (Snow Removal Equipment) building. She explained the agreement was with the Idaho Transportation Department (ITD) for \$114,615.83, with a cash match from the County in the amount of \$5,730. She said they planned to draw the match from their excess revenues.

Commissioner Mattare moved that the Board approve grant FS238COE/AIP054-057 for the stated purposes for \$114,615.83, with a match of \$5,730 from the County. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Grant Agreement (Use) #EMW-2022-SS-00109/FY22 SHSP City of Spirit Lake Police Department/Idaho Office of Emergency Management \$16,682/No Match Requirement/Office of Emergency Mgmt (Action)

Office of Emergency Management (OEM) Preparedness Coordinator Sarah Loffredo requested the Board's approval of a grant agreement from SHSP (State Homeland Security Program) for the Spirit Lake Police Department. She said the amount of the grant was \$16,682 and there was no match required from the County.

Commissioner Brooks moved that the Board approve grant agreement #EMW-2022-SS-00109 FY22 SHSP for the City of Spirit Lake Police Department from the Idaho Office of Emergency Management in the amount of \$16,682, with no match requirement. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Grant Agreement (Use) #EMW-2022-SS-00109/FY22 SHSP Idaho Disaster Dogs/Idaho Office of Emergency Management \$30,000/No Match Requirement/Office of Emergency Management (Action)

Ms. Loffredo requested the Board's approval of a grant agreement from SHSP for Idaho Disaster Dogs in the amount of \$30,000, with no match required from the County.

Commissioner Mattare moved that the Board approve the grant agreement #EMW-2022-SS-00109/FY22 SHSP for Idaho Disaster Dogs from the Idaho Office of Emergency Management in the amount of \$30,000, with no match required from the County. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Grant Agreement #C1779KC/FTA 5339 Small Urban Funding Agreement Amendment 2 Bus Stop Improvements/Idaho Transportation Department (ITD) \$279,200/Cash and In-Kind Match PFHD, PHD, KCPT \$69,800/Resource Management Office (Action)

Resource Management Office (RMO) Director Jody Bieze requested the Board's approval of a grant agreement from the Idaho Transportation Department (ITD) in the amount of \$279,200, with a cash and in-kind match of \$69,800 from Post Falls Highway District

(PFHD), Panhandle Health District (PHD) and Kootenai County Public Transportation (KCPT). She said this would be used for bus stops B3 and C15.

Commissioner Brooks moved that the Board approve grant agreement #C1779KC/FTA 5339 Small Urban Funding Agreement Amendment 2 for bus stop improvements from the Idaho Transportation Department in the amount of \$279,200, with a cash and in-kind match of \$69,800 from PFHD, PHD and KCPT. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: K9 Retirement, Sale and Purchase of New K9/Sheriff/Patrol (Action)

KCSO Lieutenant Mark Ellis explained that K9 Deuce needed to retire, due to health problems and asked the Board's approval for his retirement and sale for \$1 to his handler, Patrol Deputy Robert Imthurn. He also asked the Board's approval for the purchase of a new K9 for about \$12,500, with an additional cost of about \$4,000 for travel expenses for two employees to pick the dog up and bring him back here. He said the K9 Donation Account had enough to cover it.

Chair Duncan noted that this was also Resolution 2023-12.

Commissioner Mattare moved that the Board approve the request for K9 retirement, sale and purchase of a new K9 Sheriff Patrol Dog, Resolution 2023-12. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Opioid Settlement Participation Forms/BOCC (Action)

BOCC Senior Business Analyst Nanci Plouffe requested the Board's approval of Opioid Settlement Participation Forms. She stated that this included five additional Opioid Settlement Agreements, which would bring about \$90 million in additional settlement money to the State of Idaho. She said 40% of that would go to the counties and cities in the state and, if the distribution percentage remained the same as from the last distribution, Kootenai County would receive about 5.65% of the total to spend over a period of 18 years. She confirmed that these funds could only be used to counter opioid addiction.

Commissioner Brooks moved that the Board agrees to participate in and approve additional five Opioid Settlement Participation Forms as requested. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Lieutenant Ellis exited the meeting at 2:13 p.m.

Resolution 2023-01/Classify Records/Parks & Waterways (Action)

Resolution 2023-02/Destroy Records/Parks & Waterways (Action)

Chair Duncan stated that items 20 and 21 from the agenda could be handled together.

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval of Resolutions 2023-01 and 2023-02, for the classification and destruction of records P&W was no longer required to retain under Idaho statute. He said these were boat launch day-use fee records from October 21, 2019 through December 31, 2020.

Commissioner Mattare moved that the Board approve Resolutions 2023-01 and 2023-02, for the classification and destruction of records as described for Parks & Waterways. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Resolution 2023-03/Surplus Equipment and Asset Deletion/Snowgroomers (Action)

Mr. Snyder requested the Board's approval of Resolution 2023-03, to declare a loader and snowplow surplus and send them to auction.

Commissioner Brooks moved that the Board approve Resolution 2023-03, to surplus equipment and delete asset numbers, as described. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Ratify/Resolution 2022-91/Adjust Taxes to Reflect Circuit Breaker/Musante/AIN 223566/BOCC (Action)

Chair Duncan suggested that Commissioner Mattare recuse himself on this item since he was not yet in office when the item was originally brought before the Board.

Commissioner Brooks moved that the Board approve and ratify Resolution 2022-91, to adjust taxes to reflect Circuit Breaker for Musante, AIN 223566. Chair Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Abstain
Chair Duncan: Aye

The motion carried.

Board Approval Request: Ratify/Resolution 2022-101/Cancellation of Omitted Occupancy/#355 Pioneer Exchange Accommodation/Rynearson/AIN 115660/BOCC (Action)

Chair Duncan suggested that Commissioner Mattare recuse himself on this item as well, for the same reason as the previous one.

Commissioner Brooks moved that the Board approve and ratify Resolution 2022-101, for the cancellation of omitted occupancy, #355 Pioneer Exchange Accommodation for Rynearson, AIN 115660. Chair Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Abstain
Chair Duncan: Aye

The motion carried.

Professional Advocate/Public Defender (Discussion)

Chair Duncan explained that the Legislature was considering moving Public Defense from a county-operated system to a state-operated system, so some of the bigger counties were working together to hire a professional legislative advocate to represent their interests. She said that a contract for this request would be brought before the Board at next week's Business Meeting and she wanted to give the other Commissioners time to investigate the proposal.

Status Update Pending Items (Discussion)

Facilities Expansion

Chair Duncan said that there would be a kickoff meeting on January 25, 2023 at which the architects and CMGC (Construction Manager General Contractor) would be present.

Impact Fees

Commissioner Brooks confirmed that he would bring his findings to the Board at the end of February.

- I. **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.

J. Adjournment (Action): Chair Duncan adjourned the meeting at 2:20 p.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk