

**Minutes of Meeting
Commissioners' Debriefing
January 22, 2019
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Bill Brooks and Commissioner Leslie Duncan met to discuss the following agenda items. Also present were KCSO Sheriff Ben Wolfinger, KCSO Captain John Holecek, KCSO Lieutenant Kevin Smart, Chief Deputy Prosecutor Barry Black, Buildings & Grounds (B&G) Director Shawn Riley, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Resource Management Office (RMO) Program Manager Kimberli Riley, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:03 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Public Comment (Discussion):** Chairman Fillios stated Public Comment would be stricken from this portion of the agenda and be called for at the end of the meeting.
- D. Business:**

State of the County Address Planning (Discussion)

Chairman Fillios remarked that the Coeur d'Alene Chamber of Commerce had last invited the County Commissioners to give a State of the County address two years ago and announced that the Board had been invited back this year. He asked how the other Commissioners would like to structure the presentation. For his own part, he said he planned to introduce the new Commissioners, say a few words, then have BOCC Communications Manager Nancy Jones and BOCC Senior Business Analyst Nanci Plouffe do most of the talking.

Commissioner Leslie Duncan commented that, in her experience, only the County Commissioners spoke in a State of the County Address. KCSO Sheriff Ben Wolfinger said that, traditionally, each of the Commissioners would collect information from their department heads and liaisons then incorporate it into a seven to ten minute speech. Both Commissioner Leslie Duncan and Commissioner Bill Brooks indicated they would prefer this format. Commissioner Brooks remarked that people wanted to hear from the elected Commissioners, not staff.

Ms. Jones suggested that all three Commissioners gather information from their liaisons and department heads, then contact BOCC staff for any help they needed in creating the PowerPoint and working toward a unified presentation.

Ms. Jones exited the meeting at 11:10 a.m.

Romer Building (Discussion)

Chairman Fillios reminded those assembled that the Romer Building was purchased by the County about a year ago, for \$425,000. He said the prior Board initially considered using it as office space, possibly for Adult Misdemeanor Probation (AMP), but had decided they wanted to use the space it occupied instead. He said renovations of the building, if they were possible, would cost about \$200,000. He credited Buildings & Grounds (B&G) Director Shawn Riley with the suggestion to sell the building and have it removed, leaving the plot available for the County's use.

Commissioner Brooks voiced his agreement with the proposal. Commissioner Duncan agreed and suggested the topic be addressed in later facility meetings.

Advisory Board Appointments/Review (Discussion)

Chairman Fillios informed the other Commissioners that some Advisory Boards had mandates prescribing deadlines for Board appointments to be made. He said he would like to see some of the appointments made by the prior Board revisited and the remaining vacant slots filled. He listed the Advisory Boards and their current status:

- Airport: All openings had been filled. Chairman Fillios stated he had asked the prior Board to not make them but had been outvoted and added he would like them reconsidered.
- Aquifer Protection: This Board still had two open positions.
- Board of Community Guardians: Completed.
- North Idaho Fair: The Fair had no openings this time.
- Historic Preservation: These slots were left open because a change in qualifications for members was being considered. Two people had resigned and one selection was pending.
- Natural Resources: This Board still had two open positions.
- Noxious Weeds: This Board still had four openings.
- Planning Commission: This Board still had one opening. This was the other board whose appointments he would like reconsidered.
- Snowmobile: This Board had no openings this time.
- Waterways Advisory: This Board still had three openings.

Chairman Fillios asked the other Commissioners how they would like to proceed. Commissioner Duncan expressed her reluctance to revisit appointments made by the prior Board and said it could be a bad precedent. She advised that, if problems arose with a given appointee, they be handled at that time. Commissioner Brooks agreed but indicated he was willing to discuss the question further. Chairman Fillios said he had serious concerns with regard to appointments to the two Boards he had listed, but that it would have to be discussed in a future Executive Session, not in an open session.

Chairman Fillios asked how they wanted to deal with the open positions. Commissioner Duncan said she would be in favor allowing additional applications to be submitted, then holding interviews. Chairman Fillios said the Planning Commission opening

needed to be filled by the end of January, by statute. He added that the other Commissioners were able to ask people in for interviews or not, as they desired.

Patrol Vehicles for FY2019 Budget (Discussion)

Commissioner Brooks reported that he had spoken with KCSO Undersheriff Dan Mattos who told him that KCSO had ended up with the equivalent of seven and a half vehicles covered by their 2019 Budget request. He asked if it would not make sense to change the funding to allow them a full eight vehicles.

KCSO Sheriff Ben Wolfinger explained that his department had been provided with a flat amount for the purchase of vehicles in the 2019 Budget but had missed the order deadline. He said the result was that the price per car no longer aligned evenly with their funding. KCSO Lieutenant Kevin Smart asked whether the department could be provided with an additional \$19,000 to allow the purchase of the eighth vehicle. He pointed out that this would help KCSO to keep to the Fleet Management Plan, which recommended retiring vehicles when they reached a certain mileage.

Buildings & Grounds (B&G) Director Shawn Riley stated that the recommended vehicle retirement mileage was being reconsidered because the current Fleet Management Plan's goals were unattainable. Sheriff Wolfinger agreed and stressed that the longer this situation was allowed to continue, the more expensive correcting it would become.

Bean Slot Locks (Discussion)

Commissioner Brooks reported that he had received a memo explaining a change in the bean slot locks in the Jail's cell doors would be important for staff safety. KCSO Captain John Holecek quickly reviewed the information covered in the Business Meeting on January 7, 2019. Captain Holecek said he was requesting that just four locks be changed, explaining they had chosen the four cells most likely to house prisoners who could present a physical threat to Jail staff.

Mr. Riley said he had found a supplier who could offer the replacement locks at \$630 each, instead of the initially reported price of \$875. He stated the cost for four would be \$2,570, with his staff doing the installations. In response to Commissioner's Duncan's question, Mr. Riley said the funds would be drawn from the \$455,000 left in the Jail Expansion account.

Captain Holecek and Lieutenant Smart exited the meeting at 11:38 a.m.

Jail Mixing Valve Replacement (Discussion)

Mr. Riley explained the history of boiler problems at the Jail. He said they now had the right boilers, water softeners and other equipment. He reported one last flaw was that the electronic mixing valve that runs the two boilers did not do a satisfactory job and the problem was being compounded by the recent addition of timers to the showers. Mr. Riley stated they would like to replace it with a mechanical mixing valve, at a cost of

about \$7,800, paid from the fund left from the Jail Expansion. He said he would like to put this item on the Business Meeting for next week, so he could order the part.

Admin Back Door (Discussion)

Commissioner Duncan pointed out that the back door to the Administrative Building was difficult to open. She reported she had asked Mr. Riley to look into the problem. Mr. Riley said they would have to get an estimate for some additional equipment and a technician would need to come to program the system to the desired specifications. Mr. Riley predicted the cost would be in excess of \$3,000. Chairman Fillios pointed out this would come under the category of “reasonable accommodations” as required by the ADA (Americans with Disabilities Act).

Admin/Civil Door (Discussion)

Chairman Fillios reviewed the request for installation of a door to separate the Civil Prosecuting Attorneys from the rest of the third floor of the Administrative Building. He said this would offer them additional privacy and security. Chief Deputy Prosecutor Barry Black said this issue had come up in their last two ILETS (Idaho Law Enforcement Telecommunications System) audits and could affect his department’s license to access the NCIC (National Crime Information Center). He said they expected another audit within the next two years. Commissioner Duncan asked if this could wait until the next budget cycle. Mr. Black suggested that making some substantial progress would be advisable before the next audit, to ensure they keep their approvals. Sheriff Wolfinger agreed that if a good faith effort were shown, their auditors should be satisfied. He mentioned that any staff allowed access through the requested door would have to pass ILETS’ background checks, which was one of the reasons the project was not previously addressed. Mr. Riley said he would begin to investigate the project.

- E. 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.

Sheriff Wolfinger announced that KCSO had received the Seven Seals Award for its support of employees in the National Guard and Reserve. He said they were one of only two employers in North Idaho to receive it. He added that his department had forty-eight veterans and seven active Guard and Reservists.

Commissioner Brooks asked Mr. Riley if he could procure a locking chair for his use. He also asked if there could be additional enforcement of the handicapped parking spaces for the Administrative Building. Sheriff Wolfinger asked Commissioner Brooks to call KCSO immediately if a problem arose. Mr. Black suggested that Commissioner Brooks call the KCSO Deputy on duty at the Administrative Building directly in case of a violation needing immediate action.

Commissioner Brooks also asked if Buildings & Grounds could pay additional attention to accessibility needs when it snows. Mr. Riley assured him everything would be cleared whenever there was bad weather.

Chairman Fillios added that he had received an email stating that someone had been trying to listen to the audio of one of the recent meetings and had difficulty hearing it. He asked that people speak up, whenever possible.

F. Adjournment (Action): Chairman Fillios adjourned the meeting at 11:58 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
