

**Minutes of Meeting
Business Meeting
February 4, 2020
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios and Commissioner Bill Brooks, met to discuss the following agenda items. Also present Coroner Warren Keene, M.D., Solid Waste (SW) Director Cathy Mayer, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiamonte, Staff Accountant Julina Hildreth, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, KCSO Lieutenant Ryan Higgins, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Assessor’s Office Administrative Manager Reba Grytness, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, Trial Court Administrative Assistant Jamie Robb, Domestic Violence Court Coordinator Mark Heid, Juvenile Detention Senior Records Clerk Brandie Bradley, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley, Kootenai County Resident Jim Stafford and Office of the Governor North Idaho Field Director Jake Garringer. Commissioner Leslie Duncan was excused.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.

- B. Pledge of Allegiance:** Juvenile Detention Senior Records Clerk Brandi Bradley led the Pledge of Allegiance.

- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**

01/09/2020	Deliberations/CUP19-0009/St. Herman of Alaska Skete/Community Development
01/16/2020	Deliberations/MSP19-0008/Lone Mountain Estates 6 th & 7 th Addition/Community Development
01/21/2020	Business Meeting
01/22/2020	Buildings & Grounds
01/23/2020	Human Resources: Personnel Changes
01/23/2020	Community Development Update
01/27/2020	Commissioners’ Status Update
01/28/2020	Indigent Appeal 2019-242

 - Board Actions:**
 - Assessor’s Adjustment to tax/valuation/AIN 215398 Smith
 - Resolution 2020-08/Declaring “Park” Parcel in McGuire Estates as “Odd-Lot” Parcel and Offering Parcel for Sale to Adjacent Property Owners
 - PAF/SCF Report: BOCC Review PP01/Human Resources
 - BOCC Signatures for Indigent Cases: 1/23/20 through 1/29/20

Commissioner Bill Brooks moved that the Board approve the Consent Calendar as it appeared on the agenda. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

D. Payables List (Action):

Commissioner Brooks moved that the Board accept the Payables List for the week of January 27, 2020 through January 31, 2020 in the amount of \$527,247.15, with \$3,137.78 in jury payments. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

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

F. Action Items:

First Amendment/Central Corridor Project Agreement/Earthworks Northwest, Inc. Solid Waste

Solid Waste (SW) Director Cathy Mayer requested the Board's approval of the first amendment to the Central Corridor Project Agreement with Earthworks Northwest, Inc. She explained that it was for \$112,009.60 and would close out the landfill project.

Commissioner Brooks moved that the Board approve the first amendment to the Central Corridor Project Agreement with Earthworks Northwest, Inc. in the amount of \$112,009.60, which brought the total to \$1,708,489.60. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

FY20 Budget Revisions/Assessor

Assessor's Office Administrative Manager Reba Grytness requested the Board's approval of moving \$1,000 from their FY20 C Budget to their B Budget. She explained this would zero out the capital account for the survey equipment.

Commissioner Brooks moved that the Board approve the FY20 Budget Revision for the Assessor's Office as described. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Ms. Mayer and Ms. Grytness exited the meeting at 2:04 p.m.

Agreement/Boater Safety Education, Assistance and Enforcement/Idaho Department of Parks & Recreation/KCSO

KCSO Lieutenant Ryan Higgins requested the Board's approval of the Agreement for Boater Safety Education, Assistance and Enforcement with the Idaho Department of Parks & Recreation. He explained this was an annual agreement that needed to be in place in order for KCSO to get the Recreation Boating Safety Grant.

Commissioner Brooks moved that the Board approve the Agreement for Boater Safety Education, Assistance and Enforcement between the Idaho Department of Parks & Recreation and KCSO. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Office on Violence against Women (OVW) FY2020 Domestic Violence Mentor Court Technical Assistance Initiative Solution/Cooperative Agreement Application/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval of the Office on Violence against Women (OVW) FY2020 Domestic Violence Mentor Court Technical Assistance Initiative Solution cooperative agreement application. She explained the application was for \$149,824, with \$13,620 for indirect costs included that was intended to reimburse the County.

Commissioner Brooks moved that the Board approve cooperative agreement application with the Office on Violence against Women FY2020 Domestic Violence Mentor Court Technical Assistance Initiative Solution. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Lieutenant Higgins exited the meeting at 2:06 p.m.

Adult Misdemeanor Probation (AMP) Director Keith Hutcheson asked that the record include that he had been told by State Domestic Violence Coordinator Mark Heid and

State grant coordinator Amber Moe that his staff was not obligated to attend training trips if it affected staffing at AMP. He added that he was told the grant funds would not be pulled if that happened.

Mr. Hutcheson exited the meeting at 2:07 p.m.

Contract/Notice to Proceed/Dardan Enterprises, Inc. /Coroner Remodel Project/Riley/Coroner

Contractor Shawn Riley requested the Board’s approval for a contract with Dardan Enterprises, Inc. in the amount of \$81,246 to remodel the upper section of the Work Release Center to accommodate the Coroner’s Office. He explained that there was also a notice to proceed included with the contract that gave 92 days for the project to be completed. He reminded the Commissioners that no contingency funds had been allocated for the project.

Finance Director Dena Darrow confirmed that there was \$67,597 remaining in Fund 11, the construction account for the project. She noted that this would be about \$20,000 short of the amount needed.

Mr. Riley said that the Commissioners had previously agreed that any shortage of funds would be made up from the Coroner’s Budget or from Fund Balance. He predicted that work would begin next week.

Commissioner Brooks moved that the Board approve the contract and notice to proceed with Dardan Enterprises, Inc. with the Coroner Remodel Project. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Amendment No. 1 to Short Form Agreement/Kootenai County Fairgrounds RV Park Phase 3/Welch Comer & Associates/Riley/Fairgrounds

Mr. Riley requested the Board’s approval of Amendment No. 1 to the short form agreement for the Kootenai County Fairgrounds RV Park Phase 3 with Welch Comer & Associates. He said the amount was not to exceed \$6,100 for them to oversee the construction and placement of the CXT Showerhouse. Mr. Riley noted that the project was currently about \$4,600 under budget, even after this amendment.

Commissioner Brooks moved that the Board approve Amendment No. 1 to the short form agreement for the Kootenai County Fairgrounds RV Park Phase 3 with Welch Comer & Associates. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Chairman Fillios suggested that items seven and eight on the agenda be handled together. No objection was expressed.

Resolution 2020-15/Classify Records/Juvenile Detention

Resolution 2020-16/Destroy Records/Juvenile Detention

Juvenile Detention Senior Records Clerk Brandie Bradley requested the Board's approval of Resolution 2020-15 and Resolution 2020-16 for the classification and destruction of records. She stated the records were for individuals that were previously housed at Juvenile Detention that had reached age 23.

Commissioner Brooks moved that the Board approve Resolution 2020-15 and Resolution 2020-16 to classify and destroy records from the Juvenile Detention Office. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

- G. 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 Jim Stafford explained that he was present representing River Friends 2019 and the Spokane River Association. He expressed the two groups' dissatisfaction with the progress being made by the BOCC regarding speed limits and wakes on the Spokane River.

Commissioner Brooks pointed out that navigational buoys were being placed on County waterways. He also called attention to the additional enforcement that the Board had arranged in cooperation with the City of Coeur d'Alene and the City of Post Falls.

Chairman Fillios voiced his support for Commissioner Brooks' statements. He stated that the Board was determined to continue in its efforts to address the issues on the River.

Mr. Stafford indicated that he was not satisfied with their responses.

- H. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:20 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
