

**Minutes of Meeting
Business Meeting
February 11, 2020
2:00 p.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 Solid Waste (SW) Director Cathy Mayer, Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiaramonte, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, KCSO 911 Communications Services Manager Collin McRoy, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Marc Kilmer, the Region 1 Director of the Coeur d’Alene Office for Representative Russ Fulcher.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** Finance Director Dena Darrow led the Pledge of Allegiance.
- C. Introductions:**

Chairman Fillios introduced Congressman Russ Fulcher’s newly appointed Regional Director Marc Kilmer.

- D. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

01/27/2020 CDA Economic Development Corporation
01/28/2020 Business Meeting
02/03/2020 Executive Session §74-206(1)(d) to consider records that are exempt from disclosure as provided by law.

Board Actions:

Treasurer’s Monthly Settlements and Statements/January 2020
2020 Employee Recognition Committee Members/Human Resources
PAF/SCF Report: BOCC Review PP01/Human Resources
BOCC Signatures for Indigent Cases: 01/30/2020 through 02/05/2020

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

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

The motion carried.

Court Services Director Marissa Garza and Court Services Manager Kally Young entered the meeting at 2:04 p.m.

E. Payables List (Action):

Commissioner Duncan moved that the Board accept the Payables List for the week of February 3, 2020 through February 7, 2020 in the amount of \$566,747.12, with \$509.93 in jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

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

G. Action Items:

First Amendment/Textile Recycling Agreement/Gemtext Spokane/Solid Waste

Solid Waste (SW) Director Cathy Mayer requested the Board's approval of the first amendment to the textile recycling agreement with Gemtext Spokane. She explained this was a renewal of a no-cost agreement: a three and a half year contract which could be cancelled at any time.

Commissioner Duncan moved that the Board approve the first amendment for the textile recycling agreement with Gemtext Spokane for Solid Waste. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Second Amendment/Engineering Services Contract/Great West Engineering/Household Hazardous Waste (HHW) Facility/Solid Waste

Ms. Mayer requested the Board's approval of the second amendment to the engineering services contract with Great West Engineering for the Household Hazardous Waste (HHW) Facility. She explained this included engineering, consulting and inspection services for the new facility and the cost was not to exceed \$25,000 for this phase of the project. She added that the expense had been budgeted.

Commissioner Duncan moved that the Board approve the second amendment to the engineering services contract with Great West Engineering for the Household Hazardous Waste Facility for Solid Waste. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Agreed-Upon Procedures (AUP) Report/Eide Bailly/Kootenai County Paratransit Program/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley explained that, as a recipient of Federal funds, they were required to report on the National Transit Database. She stated that they needed to have their procedures audited every ten years. Ms. Riley said the Board had received a copy of the report of the audit in their packet for this meeting. She added that the auditors had found no issues.

Commissioner Duncan inquired whether a motion was required.

Civil Deputy Prosecuting Attorney R. David Ferguson confirmed that since no action was being taken by the Board, no motion was needed.

Lease Purchase Agreement/Zions Bancorporation/KCSO/Auditor

Finance Director Dena Darrow requested the Board's approval of the lease purchase agreement with Zions Bancorporation for the leased vehicles for KCSO. She explained that there were two documents for the Commissioners to approve: the lease purchase agreement and an escrow agreement.

BOCC Administrative Secretary Teri Johnston confirmed that the required Resolution had been prepared, in response to Ms. Darrow's inquiry.

Ms. Darrow noted that signatures would be needed for both agreements. She said Legal had a letter as well to be included. She briefly reviewed the contents of the packet submitted to the Commissioners and the process by which the escrow account would be accessed.

Commissioner Duncan moved that the Board authorize the Chairman to sign the lease purchase agreement and other documents in accordance with Zions Bancorporation's lease with the County. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Ms. Mayer exited the meeting at 2:09 p.m.

Quotation/GSA End User License Agreement/Everbridge, Inc./KCSO 911

KCSO 911 Communications Services Manager Collin McRoy requested the Board's approval of the GSA End User License Agreement with Everbridge, Inc. He explained this item related the renewal of their Everbridge 911 Reverse Notification System. He noted this was the fourth renewal, with no cost increase from the prior year. He said the expense had been included in their budget.

Commissioner Duncan moved that the Board approve End User License Agreement with Everbridge, Inc. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Amendment No. 1/Avista Contract No. R-40620-1/Avista/KCSO/911

Mr. McRoy requested the Board's approval of Amendment No. 1 to the Avista Contract No. R-40620-1 with KCSO 911. He explained this was a lease for the building on their Mount Spokane Communications Site. He said this was the renewal of that lease for the next five year contract term. He stated that the original lease had been for \$3,000 per year, with a 3% yearly increase included; the amount was now about \$3,380 for this year.

Commissioner Duncan moved that the Board approve Amendment No. 1 for the Avista Contract No. R-40620-1. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Termination/Court Collection Services Agreement/Alliance One/Signals Receivables Management, Inc./District Court

Ms. Garza requested the Board's approval to terminate the court collection services agreement with Alliance One/Signals Receivables Management, Inc. for the outsourcing of their older and defaulted accounts. She explained that they would bring an agreement with a new company to the Board shortly. She verified that there were no termination charges.

Commissioner Duncan moved that the Board terminate, in accordance with the agreement, court collection services with Alliance One/Signals Receivables Management, Inc. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Advisory Board Appointment/Schmidt/Waterways Advisory Board

Commissioner Duncan reported that this appointment of Gary Schmidt would fill the last opening on the Waterways Advisory Board.

Commissioner Duncan moved that the Board appoint Gary Schmidt to the Waterways Advisory Board with his term to run through December 31, 2020. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Advisory Board Appointment/Gersdorf/Aquifer Protection District Committee

Commissioner Duncan explained that this opening was required by statute to be filled by a municipal representative. She stated that Alyssa Gersdorf met the criteria.

Commissioner Duncan moved that the Board appoint Alyssa Gersdorf to the Aquifer Protection District Committee through December 31, 2022. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Approval/Hayden Area Regional Sewer Board (HASRB) Wastewater Unit Evaluation/Amendment 1/Board of Commissioners

Commissioner Duncan explained that J-U-B had done a study on the water that flowed into the plant and, based on that, had made a recommendation that the waste water units be changed from 200 gallons per unit to 172.5 gallons per unit.

Commissioner Duncan moved that the Board approve the Hayden Area Regional Sewer Board waste water unit evaluation change, known as Amendment 1. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

- H. 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.

I. **Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:16 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
