

**Minutes of Meeting  
Business Meeting  
February 19, 2019  
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 Assessor Rich Houser, Vehicle License Manager Holly Thompson, Title Leadworker Sheryl McPherson, Undersheriff Dan Mattos, Captain John Holecek, Lieutenant Stu Miller, Lieutenant Kevin Smart, Finance Director Dena Darrow, Senior Staff Accountant Mel Merrifield, Solid Waste Director Cathy Mayer, Operations Manager JP Phillips, Airport Director Steven Kjergaard, Building & Grounds (B&G) Director Shawn Riley, Maintenance Operator Greg Manley, Information Technology (IT) Network Administrator Grant Kinsey, Civil Deputy Prosecutor R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Senior Business Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:06 p.m.
- B. Pledge of Allegiance:** Airport Director Steven Kjergaard led the Pledge of Allegiance.

**C. Approval of Consent Calendar:**

**Minutes of Meetings:**

02/01/2019	Solid Waste
02/01/2019	Information Technology
02/04/2019	CDA Economic Development Corp.
02/08/2019	Human Resources Personnel Changes
02/11/2019	Commissioners' Debriefing

**Board Actions:**

Assessor's Adjustment to tax/valuation/AIN Nos. 191163; 335911; 238418; 136449; 249915; 180210  
Treasurer's Monthly Report/January 2019  
Treasurer's Request for Increase/Adjustment to Solid Waste Fees/AIN Nos. 102890; 151703; 168592; 166798; 100589; 116314; 178091  
Treasurer's Cancellations of Tax on Personal Property/Various Parcels  
ECHO-Web Authorization & Certification/Riley/Darrow/Hildreth  
PAF/SCF Report: BOCC Review PP04/Human Resources  
BOCC Signatures for Indigent Cases: 02/13/2019

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

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

The motion carried.

**D. Approval of Payables List:**

Commissioner Duncan moved to accept the Payables List for the week of February 11, 2019 through February 15, 2019, in the amount of \$592,649.35 with \$884.54 in jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

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

**F. New Business:**

**Public Hearing: Resolution 2019-21/Proposed Vehicle License Mailing Fee/Assessor**

Assessor Rich Houser said that in January they had received word from Idaho Transportation Department (ITD) that the mailing fee would be increasing. He said at that time, he had constructed the letter he sent to the Board informing them of the increase. On February 14, they had received an update from ITD with a different proposed increase amount. He said that since there was a discrepancy and the new proposed increase had yet to be published for public consumption, he would ask that the public hearing be pulled from the agenda so it could be revisited when the new fee was published.

Commissioner Duncan moved to continue the discussion on Resolution 2019-21 to a date to be determined. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

Mr. Houser, Vehicle License Manager Holly Thompson and Lead Titleworker Sheryl McPherson exited the meeting at 2:04 p.m.

**Bid Opening 2019-03/Tanker Truck/Solid Waste**

Commissioner Duncan opened the first bid for the tanker truck; Shane Peterson, Kenworth Sales Company for a 2020 Kilowatt T440 with a 4500-gallon water tank for a purchase price of \$179,206 with an optional trade in offer of \$17,800. The second bid was from Western Peterbilt, LLC for a 2020 Peterbilt 348 6x4 Chassis with a 4500-gallon water system for a purchase price of \$139,999 with a \$1000 optional trade in.

Commissioner Duncan moved to accept the bids for Bid Opening 2019-03. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

**Bid Opening 2019-04/Recycle Truck/Solid Waste**

Commissioner Duncan opened the first bid for the recycle truck; Western Peterbilt, LLC for a 2020 Peterbilt 567 6x4 Chassis with stellar cable roll lock hoist for a purchase price of \$191,999 with a \$23,000 optional trade in. The second bid was from Shane Peterson, a 2020 Kenworth T440 with a completed stellar S1-60 swap loader for a purchase price of \$188,354 excluding FET and Sales Tax, with an optional trade \$23,500.

Commissioner Duncan moved to accept the bids for Bid Opening 2019-04. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Solid Waste Director Cathy Mayer and Operations Manager JP Phillips exited the meeting at 2:10 p.m.

**Approve/Request for Additional Funding/Patrol Vehicle/KCSO**

Lieutenant Kevin Smart requested \$13,000 in additional funding for an eighth patrol vehicle. Commissioner Duncan asked, if it were to be worded properly, if they could use State Drug Forfeiture Funds. Undersheriff Dan Mattos said the Sheriff's Office would not be using State Drug Forfeiture Funds to fund the rest of the vehicle; rather, he was requesting the Board fund it based upon an agreement made during FY19 Budget discussions.

Commissioner Duncan suggested that if they were not amenable to using Forfeiture Funds, then the BOCC could fund it out of the \$75,000 in design fees that had been set aside for renovations. Undersheriff Mattos said that he felt that was a very reasonable compromise.

Commissioner Duncan moved to approve the request for \$13,000 additional funding for a patrol vehicle out of design fees. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

**Approve/Request for Available Funds/Committed to Architecture Planning/Detective Offices/KCSO**

Captain John Holecek requested \$75,000 for architecture fees to convert the current Work Release Center to a Detective space. Chairman Fillios explained that the County was currently exploring options to build new offices and spaces for the employees and suggested waiting to discuss this item. Commissioner Duncan expressed her intent to obtain more space for the Sheriff's Office; Commissioner Brooks said he understood

KCSO's concern about space and wanted to make sure they were not set aside for too long.

**Approve Request/Federal Drug Forfeiture Funds/KCSO**

Captain Holecek requested approval to purchase an Iris Identification System using Federal Drug Forfeiture Funds. He explained that the arrestees would look into the device, which would then scan their iris to help identify them. Captain Holecek said it would be approximately \$9878 in Federal Drug Forfeiture Funds to purchase the system and a computer to run the system; he specified there would be an ongoing cost of \$8878 yearly, which would become part of his Budget.

Civil Deputy Prosecutor R. David Ferguson suggested the BOCC ask for a Legal Opinion regarding the usage of Federal Forfeiture Funds for this purchase and to inquire about ongoing costs. Chairman Fillios suggested discussing the issue further the following week to give the BOCC time to ask for and receive Legal advice.

Captain Holecek and Lieutenant Smart exited the meeting at 2:32 p.m.

**Assignment and Assumption of Lease/Idaho Forest Industries Inc./Lucky Properties LLC/Airport**

Airport Director Steven Kjergaard said this was a lease that still allowed assignments and assumptions and that there had been no change in terms. Currently, the lease was for \$6546.96.

Commissioner Duncan moved to approve the assignment and assumptions of lease for Idaho Forest Industries, Inc. between Lucky Properties, LLC and the Airport. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

Mr. Kjergaard exited the meeting at 2:33 p.m.

**Service Order Agreement/XO Communication Services/Information Technology**

Network Administrator Grant Kinsey explained the service order agreement was a formality. He said that during the process of renewing the contract, the date of the contract had ended up expiring and that the current date had been reflected on the current agreement.

Commissioner Duncan moved to approve the service order agreement with XO Communication Services. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

The motion carried.

**Appointment/Manley/Operations Manager/Building & Grounds**

B&G Director Shawn Riley requested approval to appoint Maintenance Operator Greg Manley to Operations Manager, effective April 1, 2019, due to his transition to an independent contractor for the County.

Commissioner Duncan moved to approve the appointment of Greg Manley to Operations Manager effective April 1, 2019. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Mr. Riley and Mr. Manley exited the meeting at 2:36 p.m.

**Resolution 2019-26/Exchange or Trade of Personal Property/KCSO**

Lieutenant Stu Miller requested trading seven rifles for 14 suppressors they currently owned. The seven rifles he was requesting to trade were no longer in use by the SWAT Team and the rifles they were currently using were helping to protect the officers' hearing. He clarified that there would be no monetary exchange. Commissioner Duncan asked that one more evaluation be provided regarding the price of the rifles, as she felt that based upon her research, they were worth more than \$850 even in very poor condition. Lieutenant Miller said that they had done quite a bit of evaluation on the value of the rifles and because they are a Class 3 Firearm, they are more valuable as parts than as a whole. He said that out of the three local dealers he had contacted, \$850 was the highest he had been quoted.

Commissioner Duncan moved to approve Resolution 2019-26, the Exchange or Trade of Personal Property. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

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 Fillios adjourned the meeting at 2:44 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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