

**Minutes of Meeting**  
**Business Meeting**  
**February 22, 2022**  
**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 Bela Kovacs, Solid Waste (SW) Director John (JP) Phillips, KCSO Captain Stuart Miller, KCSO Lieutenant Ryan Higgins, KCSO Personnel Technician Marcia Heglie, KCSO Administrative Assistant Bridget Gernns, Resource Management Office (RMO) Director Jody Bieze, Airport Director Steven Kjergaard, Finance Director Dena Darrow, Juvenile Diversion Supervisor Douglas Hall, Information Technology (IT) Network Administrator Grant Kinsey, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Sunshine Disposal and Recycling Representatives Marcus Cooksey and Steve Wulf, and Kootenai County Residents Sherman Alexander and Mark Hinders. Ms. Bieze, Ms. Heglie, Ms. Gernns and Lieutenant Higgins were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:03 p.m.
- B. Pledge of Allegiance:** Information Technology (IT) Network Administrator Grant Kinsey led the Pledge of Allegiance.
- C. Changes to the Agenda: (Action):** There were no changes to the Agenda.
- D. Consent Calendar (items to be approved listed below):**

**Minutes of Meetings:**

01/13/2022	Community Development Update
02/07/2022	Auditor's Office
02/08/2022	Business Meeting
02/09/2022	Elections Department
02/10/2022	Human Resources: Personnel Changes
02/16/2022	Executive Session §74-206(1)(d)

Commissioner Leslie Duncan moved that the Board approve items one through six on the agenda, the submitted minutes for approval. 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.

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

**Board Actions:**

Greg Manley Buildings & Grounds email regarding budget items  
Kennel License Renewal/Isham

Commissioner Duncan moved that the Board approve items seven through ten as part of the Consent Calendar. 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. Payables List (Action):**

Commissioner Duncan moved that the Board accept the Payables List for the week of February 14, 2022 through February 18, 2022 in the amount of \$711,196.87, with no 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.

**G. Business:**

**Bid Opening/Bid #2022-02/Bid Opening/Rural System Collection Services/Solid Waste (Action)**

Commissioner Duncan stated that two bids had been received for Rural System Collection Services.

- Coeur d'Alene Garbage for a total annual cost of \$825,000.
- Sunshine Disposal and Recycling for a total annual cost of \$573,900.

Commissioner Duncan moved that the Board acknowledge receipt of the bids and that they be sent to Legal and to Solid Waste for review. 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.

**Financial/Budget: Request to Purchase Equipment/Solid Waste (Action)**

Solid Waste (SW) Director John (JP) Phillips requested the Board's approval to purchase a used six wheel drive articulated haul truck. He noted that SW had budgeted funds for this. He said that quotes were solicited from Volvo, John Deere and Caterpillar and that they had decided on a 2019 John Deere 310E as the best option. He said the price would be \$309,025, less than the budgeted amount of \$400,000 and well below the price of a new one, which would be over \$550,000.

Mr. Phillips stated that Civil Deputy Prosecuting Attorney Jamila Holmes had reviewed SW's procedure and confirmed that they had taken the appropriate steps in purchasing the used vehicle.

Commissioner Brooks moved that the Board approve Solid Waste's request to purchase equipment. Commissioner Duncan 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.

Mr. Phillips and Sunshine Disposal and Recycling Representatives Marcus Cooksey and Steve Wulf exited the meeting at 2:09 p.m.

**T-Hanger Lease AAL-2022-450/Dale Orth/Airport (Action)**

Airport Director Steven Kjergaard requested the Board's approval of a T-Hanger Lease with Dale Orth for \$4,200 per year.

Commissioner Duncan moved that the Board approve T-Hangar Lease AAL-2022-450 with Dale Orth. 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.

**T-Hanger Lease AAL-2022-350/LaDonna Beaumont/Airport (Action)**

Mr. Kjergaard requested the Board's approval of a T-Hanger lease with LaDonna Beaumont for \$4,200 per year.

Commissioner Brooks moved that the Board approve T-Hanger Lease AAL-2022-350 between LaDonna Beaumont and the Airport. Commissioner Duncan 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.

**Development and Ground Lease AAL-2022-800 New Hangar/Symmetry Solutions, LLC/Airport (Action)**

Mr. Kjergaard requested the Board's approval of a new Development and Ground Lease for Symmetry Solutions, LLC for \$3,840.20 per year.

Commissioner Duncan moved that the Board approve the Development and Ground Lease AAL-2022-800, for a new hangar, with Symmetry Solutions, LLC.. 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.

**Memorandum of Understanding/BNSF/911 (Action)**

**Memorandum of Understanding/Harrison Community Ambulance/911 (Action)**

**Memorandum of Understanding/Kootenai County Public Transportation/911 (Action)**

**Memorandum of Understanding/Benewah Community Hospital/911 (Action)**

**Memorandum of Understanding/North Idaho Advance Care Hospital/911 (Action)**

**Memorandum of Understanding/Shoshone Medical Center/911 (Action)**

**Memorandum of Understanding/Kootenai County AMP/911 (Action)**

**Renewal of MOU's/North Idaho Day Surgery DBA NW Specialty/911 (Action)**

KCSO Lieutenant Ryan Higgins requested the Board's approval of eight Memorandums of Understanding (MOU) for access to the radio system.

Commissioner Duncan suggested that agenda items seventeen through twenty-four be combined in a single motion, since they were all for the same type of MOU.

No objections were voiced.

Commissioner Duncan moved that the Board approve the Memorandums of Understanding with 911: BNSF (Burlington Northern Santa Fe Corporation), Harrison Community Ambulance, Kootenai County Public Transportation, Benewah Community Hospital, North Idaho Advance Care Hospital, Shoshone Medical Center, Kootenai County AMP (Adult Misdemeanor Probation) and North Idaho Day Surgery DBA NW Specialty. 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&H Printer Maintenance Agreements/H&H Document Management Systems/Information Technology (Action)**

Information Technology (IT) Network Administrator Grant Kinsey requested the Board's approval of printer maintenance agreements with H & H Document Management

Systems. He explained that the agreements included both standard maintenance and the provision of toner. He stated that IT had researched this and confirmed that they could not provide these services more cheaply themselves.

Commissioner Brooks moved that the Board approve H & H Printer Maintenance Agreements with H & H Document Management Systems for Information Technology. Commissioner Duncan 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.

Mr. Kinsey exited the meeting at 2:14 p.m.

**Grant Application/Idaho Community Development Block Grant Addendum Phase 2/Panhandle Village Water System Improvements/Idaho Department of Commerce \$500,000/No Match Requirement/Resource Management Office (Action)**

Resource Management Office (RMO) Director Jody Bieze requested the Board's approval of a grant application for Panhandle Village Water System Improvements through the Idaho Department of Commerce. She said that the grant amount was \$500,000 and had no match requirement.

Commissioner Duncan moved that the Board approve the grant application for the Idaho Community Development Block Grant Addendum Phase 2 regarding Panhandle Village Water System Improvements with the Idaho Department of Commerce. 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.

**Grant Application/SFY23 Substance Abuse Block Grant/Idaho Office of Drug Policy \$7,578/No Match Requirement/Juvenile Diversion (Action)**

Juvenile Diversion Supervisor Douglas Hall requested the Board's approval for a grant application in the amount of \$7,578 from the Idaho Office of Drug Policy. He explained this grant would be used for the drug and alcohol class his department teaches. He noted that there were no matching funds required.

Commissioner Brooks moved that the Board approve the grant application to the SFY23 Substance Abuse Block Grant under the Idaho Office of Drug Policy for \$7,578, for Juvenile Diversion. Commissioner Duncan 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.

Mr. Hall exited the meeting at 2:16 p.m.

**Service Award – Weapon – Badge/Retirement for Undersheriff Dan Mattos/Sheriff (Action)**

KCSO Personnel Technician Marcia Heglie requested the Board’s approval to award KCSO Undersheriff Dan Mattos his badge and service weapon upon retirement in May.

Commissioner Duncan moved that the Board award the weapon and badge upon retirement to Undersheriff Dan Mattos. 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.

**Financial/Budget: Deputies Receiving ARPA Funds while Enrolled at NIC/Sheriff/Patrol (Action)**

KCSO Captain Stuart Miller explained that three Sheriff’s Office students received ARPA (American Rescue Plan Act) checks in the amount of \$250 while they were enrolled in classes for credit at NIC (North Idaho College). He stated that Legal had been consulted and had said it was the Board’s decision.

Captain Miller said that he would recommend that they allow the students to keep the funds. He remarked that he did not know how long this ARPA program would last and that future students would probably not get such payments. He said students had received them last semester and this semester.

Commissioner Brooks moved that the Board approve the Deputies receiving ARPA funds while enrolled at NIC. Commissioner Duncan 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.

Captain Miller exited the meeting at 2:19 p.m.

**Memorandum of Agreement/Nez Perce County/Public Defender (Action)**

Chairman Fillios explained that this agreement was to provide defense services for a capital case.

Commissioner Duncan said that Civil Deputy Prosecuting Attorney R. David Ferguson had not yet reviewed the Memorandum. She said she would ask him to read through it, but that it was the same sort of agreement they had entered into in the past.

Chairman Fillios confirmed that this was the same sort of agreement that Kootenai County had with Boundary County.

Commissioner Duncan moved that the Board approve the Memorandum of Agreement with Nez Perce County for Public Defense assistance. 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.

Chairman Fillios suggested that item thirty-one on the agenda, "Review of Real Estate Market Forum for Kootenai County," be moved to the end of the meeting.

**Resolution 2022-20/Surplus Equipment and Assets Deletion KCSO/Sheriff (Action)**

KCSO Administrative Assistant Bridget Gernns requested the Board's approval of Resolution 2022-20, for surplus equipment and asset deletion.

Commissioner Duncan asked if the snowmobiles listed as part of the assets to be deleted had been offered to other departments in the County.

Ms. Gernns said she thought they were being shifted to another department, but that she would double-check with KCSO Sergeant Ryan Miller to confirm this.

Commissioner Duncan moved that the Board approve Resolution 2022-20, for surplus equipment and asset deletion for the Sheriff's Office. 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.

**Invocation to Open Business Meeting (Discussion)**

Chairman Fillios reminded those present that a request had been made at last week's Business Meeting by one of the INCH (Inland Northwest Christian Homeschoolers) participants that Business Meetings be started with a prayer in the future.

Commissioner Duncan commented that this had not been a tradition of the Kootenai County Board of Commissioners but that she would support the inclusion of a moment of silence. She said she suggested this in order to avoid other specific religions groups or organizations feeling they needed to make similar requests.

Commissioner Brooks said that he would not object. He commented that he, himself, was a Quaker and most of their meetings were silent anyway.

Chairman Fillios said he would not object to a 30 second moment of silence. He agreed with Commissioner Duncan's point that, since this was an administrative item, no motion was required.

Commissioner Duncan said she would speak to BOCC Administrative Supervisor Leighanna Keiser about adding this to the agenda in the future.

### **State of the County Address/April 5 (Discussion)**

Commissioner Duncan confirmed that the State of the County Address would be given on April 5, 2022. She asked that they could decide the topics that each Commissioner would cover, to avoid overlap.

Chairman Fillios commented that former BOCC Communications Manager Nancy Jones had offered the introduction and opening remarks. Since she had departed, he offered to open it himself. He said that, as in the past, each Commissioner would speak about the departments that they served as liaison.

Commissioner Duncan said the other two topics she felt should be covered were open space and ARPA.

It was generally agreed that Chairman Fillios would review the County's financial status and open space planning in his opening remarks and Commissioner Duncan would discuss ARPA.

Commissioner Duncan reminded those present that she planned to hold a Town Hall Meeting on March 8, 2022 in Meeting Rooms 1A & 1B to get public feedback on the use of ARPA funds. She said she still suggested that a public hearing be held, but that could be held after the ARPA Taskforce had presented their recommendations.

Commissioner Brooks indicated he would be content to speak only about his liaison departments.

Mr. Ferguson exited the meeting at 2:24 p.m.

### **Status Update Pending Items (Discussion)**

#### **Facilities Expansion**

Commissioner Duncan said that LCA (Lombard Conrad Architects) would begin work on elevations and outside drawings. She confirmed that they were still operating under the first phase of the contract with Kootenai County. She said the BOCC needed to secure funding for the project and decide whether they wanted to pursue hiring a CMGC (Construction Manager General Contractor) or the design/bid/build process. She noted that a presentation had been offered on differences in those options and she could arrange a meeting if a second Commissioner expressed support.

Chairman Fillios offered his support for the proposed presentation.

Commissioner Duncan said she could arrange the meeting for around March 15, 2022.



### PAC Airport Lease

Commissioner Duncan stated that March 24, 2022 was the next PAC (Panhandle Area Council) meeting, so they could expect an update after that.

### Skeet & Gun Club

Commissioner Brooks indicated he had not received any response on this yet.

Commissioner Duncan said she did not expect to hear from them for a couple of months because their lease did not end until April, 2023.

### Financial Snapshot

The next financial snapshot will be provided during the March 1, 2022 Business Meeting.

### Impact Fee Analysis

Commissioner Brooks said that they were just waiting for the BOCC to sign the contract before proceeding.

Commissioner Duncan said the contract would be presented for Board approval during the March 1, 2022 Business Meeting. She reminded those present that a morning meeting with Galena Consulting was planned for the same day.

### ARPA Statement

Chairman Fillios read the prepared ARPA statement into the record.

### **Review of 2022 Real Estate Market Forum for Kootenai County (Discussion)**

Chairman Fillios shared the high points of the 2022 Real Estate Market Forum for Kootenai County. He explained that the purpose of the event was for representatives from the real estate community to comment on the events of the past year in Kootenai, Bonner and Spokane Counties, in both the residential and commercial sectors.

- Allen Dykes from Village Homes said they had seen an increase in multi-generational housing. He reported that over 25% of Americans were currently living in such situations, an increase from 7% ten years ago.
- Craig Smith from Hayden Homes reported ongoing problems with shortages in materials and labor, code updates and interest rates.
- Lindsey Allen, who was voted Realtor of the Year, announced that 17% fewer homes were sold in Kootenai County in 2021 than in 2020. A study performed by the University of Idaho found that 2,140 new homes were built in Kootenai County over the last year and it was predicted that another 21,397 by 2030.
- 41% of the refinances in the area were cash-out. 13% of homes in Kootenai County were vacant. 15% of new homes were second homes or built as investments.

- There is currently only one month’s supply of homes on the market; a balanced market would be about three months.
- The Head Economist from Washington Trust reported that more millennials were reaching home-buying age. He also indicated that three major technology firms took employee location in places like Coeur d’Alene into account when determining salary.
- The affordability index right now showed that 52% of Spokane homebuyers were able to afford to make a purchase, while in Coeur d’Alene only 22% could.

**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 2:36 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: \_\_\_\_\_

Tina Ginorio, Deputy Clerk