

Minutes of Meeting
Business Meeting
March 3, 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 Finance Director Dena Darrow, Human Resources (HR) Director Sylvia Proud, HR Generalist – Benefits & Compensation Dorothy Cross, Chief Deputy Treasurer Laurie Thomas, Civil Deputy Prosecutors R. David Ferguson and Pat Braden, Civil Legal Assistant Barb Nyquist, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Community Development Chief Building Official John Mills, Planning Manager Mary Shaw, Office of Emergency Management Preparedness Coordinator Tiffany Westbrook, District Court Services Manager Kally Young, Juvenile Diversion Caseworker Kelly Jo Hilliard, BOCC Senior Business Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present were Kootenai County Contractor Shawn Riley, Fair Board Chair Jerry Johnson, Alliant Employee Benefits Representative Scott Burkhardt and citizens Stacy Hudson and Elizabeth Jacobsen.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Fair Board Chair Jerry Johnson led the Pledge of Allegiance.

C. Approval of Consent Calendar:

Minutes of Meetings:

02/11/2020 Building & Grounds
02/13/2020 Human Resources: Personnel Changes
02/18/2020 Commissioners' Status Update
02/18/2020 Idaho Counties Risk Management Program
02/18/2020 Business Meeting
02/19/2020 Elected Officials

Board Actions:

Treasurer's Monthly Report/January 2020
Human Resources/Personnel Changes; Marissa Garza/District Court/Position Conversion from Float to Judicial Assistant; Capt. John Holecek/KCSO/Request to Rehire Deputy Silbernagel at Top Detention Deputy Pay; Request for Job Evaluation / Classification / Noxious Weed Superintendent
Kennel License Renewal/Isham
PAF/SCF Report: BOCC Review PP2; PP3; PP4; PP5
BOCC Signatures for Indigent Cases: 02/13/2020 through 02/26/2020

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 (Action):

Commissioner Duncan moved to accept the Payables List for the week of February 24 through February 28, 2020 in the amount of \$265,991.58 and \$2,214.51 in jury panel 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 (Action): There were no changes to the agenda.

F. Action Items:

Contract / CXT Cheyenne Showcase Showerhouse / RV Park Phase III / Sourcewell / Resource Management Office

RMO Senior Program Manager Kimberli Riley requested approval of a contract with Sourcewell for a CXT Cheyenne Showcase Showerhouse.

Commissioner Duncan moved to approve the contract for the CXT Cheyenne Showcase Showerhouse for RV Park Phase III with Sourcewell. 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.

Professional Services Contract/Collection of Unpaid Accounts/Linebarger Goggan Blair & Sampson, LLP/District Court

District Court Services Manager Kally Young requested approval of the professional services contract with Linebarger Goggan Blair & Sampson, LLP to collect unpaid accounts that were one year or older. She noted that District Court would still be collecting fees in-house on all new accounts.

Commissioner Duncan moved to approve the professional services contract for collection of unpaid accounts with Linebarger Goggan Blair & Sampson, LLP. 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.

HR Generalist – Employee Relations Kimberley Van Slate entered the meeting at 2:04 p.m.

Addendum/Stop-Loss Rate Cap Guarantee/Regence BlueShield of Idaho, Inc./Human Resources

HR Director Sylvia Proud introduced Alliant Employee Benefits Representative Scott Burkhardt and said that he was in attendance to explain the Stop-Loss Rate Cap Guarantee. Mr. Burkhardt said that it was a protective feature for the County and said they factor in a 50% rate cap, which saved the County approximately \$200,000 the first year it was in place.

Commissioner Duncan moved to approve the addendum to the stop-loss rate cap guarantee with Regence Blue Shield of Idaho. 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.

HR Generalist – Benefits & Compensation Dorothy Cross and Mr. Burkhardt exited the meeting at 2:07 p.m.

Memorandum of Understanding/Coeur d’Alene Eagles Lodge/Office of Emergency Management

OEM Preparedness Coordinator Tiffany Westbrook presented an MOU (Memorandum of Understanding) with the Coeur d’Alene Eagles Lodge wherein they would be an evacuation site for the Juvenile Justice Center in case of emergency.

Commissioner Duncan moved to approve the MOU between Coeur d’Alene Eagles Lodge and OEM. 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.

Consideration of Bid/Park and Walkways/Block 3 of McGuire Estates/AIN 335534 per Resolution 2020-08/Community Development

Civil Deputy Prosecutor Pat Braden explained this bid was for the pocket park inside McGuire Estates subdivision. He said it had been declared an “odd lot” and had been offered to the neighbors for bidding.

Commissioner Duncan opened a sealed bid for AIN 335534. Enclosed in the bid were two cashier’s checks for \$3250 each, which Commissioner Duncan said had been sent by Chris and Stacy Hudson, Craig Goodall and Audrey Francis, all of whom were adjoining property owners.

Commissioner Duncan moved to acknowledge the sealed bid for AIN 335534 and send to the Treasurer's Office and Legal for review. 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.

Citizen Stacy Hudson exited the meeting at 2:10 p.m.

Request for Exception to Policy #120/Adjustment to Status of Building Inspector/Plans Examiner/Community Development

Community Development Chief Building Official John Mills requested the Board approve an exception to Policy #120 and explained that the individual to be hired for this position was retired and drawing PERSI retirement benefits. Due to the PERSI requirements, the employee would need to be hired for five months with a minimum one month separation period, after which the employee could then be re-hired. Mr. Mills also pointed out that the employee would not receive health benefits or vacation pay from the County, so with those reductions, he was requesting an additional \$2 hour to the hourly rate. Mr. Mills said they had intended to utilize this employee to train and develop the other inspectors, as this person was so highly qualified.

Commissioner Duncan moved to approve the request for exception to Policy #120. 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.

Planning Manager Mary Shaw and Mr. Mills exited the meeting at 2:17 p.m.

5310 Grant Application/Buses/Resource Management Office

Ms. Riley requested approval to apply for an Idaho Transportation Department 5310 grant for two Paratransit buses. She said the amount would be \$136,000 from ITD and would require a \$34,000 cash match from local jurisdictions.

Commissioner Duncan moved to approve the 5310 grant application for two paratransit buses. 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. Braden exited the meeting at 2:19 p.m.

5310 Grant Application/Purchase of Service/Resource Management Office

Ms. Riley presented another grant application for Board approval for a purchase of service – the next five year window of the Ring-A-Ride program.

Commissioner Duncan moved to approve the 5310 grant application for the purchase of service. 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.

SFY21 Substance Abuse Block Grant (SABG) Application/Idaho Office of Drug Policy/Resource Management Office

Juvenile Diversion Caseworker Kelly Jo Hilliard requested the Board approve the grant application for \$4,368. She explained that the grant would fund their drug and alcohol classes and subsequent certifications, and there was no required match. Ms. Hilliard also noted that they had received the grant each year for nearly 20 years.

Commissioner Duncan moved to approve the SFY21 SABG Application with the Idaho Office of Drug Policy and Juvenile Diversion. 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.

Request to Restore Budget Funds/Treasurer’s Remodel Funds/Auditor

Finance Director Dena Darrow pointed out that the funds that needed to be used for the Treasurer’s Office remodel in the amount of \$5,387 had not been rolled over to the FY20 Budget and requested the funds be returned to the Treasurer’s Budget.

Commissioner Duncan moved to approve the request to restore budget funds for the Treasurer remodel in the amount of \$5387. 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.

Resolution 2020-21/Fiscal Year 2020 Capital Budget Reallocation/Auditor

Ms. Darrow explained that the Jail Expansion Funds had some funds leftover, and wished to transfer those funds for the Compton Sewer Project. She said that \$100,000 would be enough to cover the cost of the project.

Commissioner Duncan moved to approve Resolution 2020-21/Fiscal Year 2020 Capital Budget Reallocation. 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.

Chairman Fillios adjourned the meeting at 2:25 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
