

**Minutes of Meeting**  
**Business Meeting**  
**March 5, 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 KCSO Undersheriff Dan Mattos, KCSO Lieutenant Michael McFarland, KCSO Patrol Administrative Assistant Stephanie Marcias, Solid Waste (SW) Director Cathy Mayer, Finance Director Dena Darrow, Staff Accountant Julina Hildreth, Staff Accountant – Fixed Assets Isaac Ohm, Airport Director Steven Kjergaard, Information Technology (IT) Director James Martin, Human Resources (HR) Director Sylvia Proud, HR Generalist – Benefits & Compensation Dorothy Cross, Resource Management Office (RMO) Kimberli Riley, Juvenile Diversion Supervisor Douglas Hall, Civil Legal Assistant Barb Nyquist, BOCC Administrative Supervisor Leighanna Keiser, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio.

- A. **Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. **Pledge of Allegiance:** Finance Director Dena Darrow led the Pledge of Allegiance.

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

**Minutes of Meetings:**

- 02/12/2019 Executive Session §74-206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent.
- 02/13/2019 Requests for Cancellation of Taxes
- 02/14/2019 Public Hearing/ZON18-0013/Ord 535/Lambert/Community Development
- 02/14/2019 Human Resources Personnel Changes
- 02/14/2019 Auditor's Office
- 02/15/2019 Advisory Board Interview (9:00 a.m.)
- 02/15/2019 Advisory Board Interview (9:30 a.m.)
- 02/19/2019 Commissioners' Debriefing
- 02/20/2019 Elected Officials
- 02/20/2019 Human Resources 2018 Metrics
- 02/20/2019 Airport
- 02/21/2019 Community Development Update
- 02/26/2019 Indigent Appeal 2018-315

**Board Actions:**

Assessor's Adjustment to tax/valuation/AIN 238418/Entrust Admin/West  
PAF/SCF Report: BOCC Review PP05/Human Resources  
BOCC Signatures for Indigent Cases: 2/22/19 through 2/28/19

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 Ginorio called the roll:

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

The motion carried.

**D. Payables List (Action):**

Commissioner Duncan moved to accept the Payables List for the week of February 25, 2019 through March 1, 2019 in the amount of \$318,358.01, with jury payments of \$969.86. 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.

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

**F. Action Items:**

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

Solid Waste (SW) Director Cathy Mayer requested the Board's approval to award Bid 2019-03, for a tanker truck, to Western Peterbilt. She explained they had received two sealed bids on February 19, 2019, one of which was non-responsive, since it did not meet their minimum specifications. She stated the cost was \$147,644 and the expense had been included in the SW Budget.

Commissioner Duncan moved that the Board approve the award of Bid 2019-03 for a tanker truck to Western Peterbilt in the amount of \$147,644. 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.

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

Ms. Mayer requested the Board's approval to award Bid 2019-04, for a recycle truck, to Western Peterbilt. She explained they had received two sealed bids on February 19, 2019, one of which was non-responsive, since it did not meet their minimum specifications. She stated the cost was \$199,056 and the expense had been included in the SW Budget.

Commissioner Duncan moved that the Board approve the award of Bid 2019-04 for a recycle truck to Western Peterbilt in the amount of \$199,056. 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.

**Agreement/Veolia ES Technical Solutions/Solid Waste**

Ms. Mayer requested the Board's approval of an agreement with Veolia ES Technical Solutions for the management of Household Hazardous Waste. She explained that SW technicians and staff collect the material, pack it and label it; Veolia ES Technical Solutions transports it and either recycles it or disposes of it. She said SW had maintained a contract with this company for a number of years. Ms. Mayer stated that the new contract would run from March 12, 2019 through September 30, 2021. She reported that the contract had been reviewed and approved by Civil Deputy Prosecuting Attorney Jamila Holmes. She added that the cost had been included in the SW Budget.

Commissioner Duncan moved that the Board approve agreement between Veolia ES Technical Solutions and Solid Waste for the period of time described. 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.

**Agreement/Provide Law Enforcement Services/State Line Speedway/KCSO**

KCSO Lieutenant Michael McFarland requested the Board's approval of an agreement to provide law enforcement services to State Line Speedway. He explained that they had requested additional deputies to cover two events this summer and wanted to enter into a reimbursement contract for their wages. He said the deputies will receive a pay rate of time and a half and there would be no cost to the County.

Commissioner Duncan moved that the Board approve agreement to provide law enforcement services to State Line Speedway as described. 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.

Lieutenant McFarland and KCSO Patrol Administrative Assistant Stephanie Marcias exited the meeting at 2:08 p.m.

**Quote/Communications Equipment and Services/Motorola Solutions/KCSO**

KCSO Undersheriff Dan Mattos explained to the Board that \$1,800 had been placed in the Information Technology (IT) 2019 Budget to cover a crime-mapping tool for the KCSO website. IT Director James Martin said it would allow people to view a map of Kootenai County with icons indicating the location and type of crime that had occurred. He reported that Motorola had purchased the company from whom they had planned to order the service and the price had been increased to \$5,400. Undersheriff Mattos asked if the Commissioners would be willing to provide the additional money needed.

Commissioner Duncan suggested they wait until the next Budget cycle to provide the extra funding. She noted this was not a mandated service and she felt it was too expensive for the Board to go outside the Budget. Commissioner Brooks agreed.

Mr. Martin volunteered to go over his Budget and try to find funds to cover the extra expense. He suggested that Undersheriff Mattos do the same. All three Commissioners agreed they would be willing to look at this again if the money could be found within an already existing Budget. The issue was tabled for the time being.

Undersheriff Mattos and Mr. Martin exited the meeting at 2:17 p.m.

**Work Order 19-01/Northside Taxilane & AGIS/T-O Engineers/Airport**

Airport Director Steven Kjergaard requested the Board’s approval of Work Order 19-01. He explained this work order was tied to the grant application for the design for developing the Northside Taxilane and AGIS (Airport Geographic Information System) for the runway decoupling. He said this would allow the Airport to be prepared to meet the FAA’s timeline for their grant process. He stated the total cost was \$249,063.67, of which the FAA would provide 90%, the State of Idaho would provide 5% and the County would cover the remaining 5%.

Commissioner Duncan moved that the Board approve Work Order 19-01, for the Northside Taxilane and AGIS with T-O Engineers. 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.

**Agreement Addendum/Alliant Insurance Services/Human Resources**

HR Generalist – Benefits & Compensation Dorothy Cross requested the Board’s approval of an addendum to an agreement with Alliant Insurance Services. She explained this would extend the County’s contract with Alliant for two years, through March 31, 2021. She said they would guarantee no increase in cost for that period. Ms. Cross added that she had consulted the Auditor’s Office and received approval for the proposal.

Commissioner Duncan moved that the Board approve the agreement addendum with Alliant Insurance Services to increase the length of the contract by two years. 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.

**Approve/SFY20 Substance Abuse Block Grant/Resource Management/Juvenile Diversion**

Juvenile Diversion Supervisor Douglas Hall requested the Board's permission to apply for an SFY20 Substance Abuse Block Grant. He said his department has applied for and received this grant for the past twelve years. He added that there would be no matching amount required from the County.

Commissioner Duncan moved that the Board approve the SFY20 Substance Abuse Block Grant application for Juvenile Diversion. 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.

Mr. Hall and Finance Director Dena Darrow exited the meeting at 2:23 p.m.

**Advisory Board Appointment/Ely/Noxious Weed Control**

Commissioner Duncan reported that Linda Ely had previously been a member of the Noxious Weed Control Advisory Board but had handed in her application for renewal after the December cutoff. She said there were several openings in that group and recommended that Ms. Ely be accepted.

Commissioner Duncan moved that the Board approve the advisory board appointment of Linda Ely for Noxious Weed Control. 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.

**Resolution 2019-30/Surplus Property/Airport**

Mr. Kjergaard requested that the Board approve Resolution 2019-30, declaring three items at the Airport as surplus property. He listed the items as a grader, a snow blower and a loader and said they would be sent to auction.

Commissioner Duncan moved that the Board approve Resolution 2019-30, to declare the items described as surplus property. 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. 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.

**H. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:25 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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