

**Minutes of Meeting**  
**Business Meeting**  
**March 15, 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 Chief Deputy Assessor Allyson Knapp, Chief Deputy Treasurer Jill Smith, Treasury Specialist Supervisor Mary Bidwell, Juvenile Probation Director Debra Nadeau, Airport Director Steven Kjergaard, Community Development Director David Callahan, Finance Director Dena Darrow, Staff Accountant – Budget Brandi Falcon, KCSO Sergeant Ryan Miller, KCSO Patrol Deputy Gerald Wallace, KCSO 911 Communication Services Technician Alan Mallory, Information Technology (IT) GIS (Geographic Information Systems) Manager Dave Christianson, Resource Management Office (RMO) Transit Program Manager Chad Ingle, Human Resources (HR) Generalist – Benefits & Compensation Dorothy Cross, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Juvenile Corrections Districts 1 & 2 Liaison Zlata Myr, Aquifer Protection District Board Chair Necia Maiani and Kootenai County Residents Steve Anderson, Matt Pacotti and Jim Stafford. Mr. Ingle, Ms. Maiani, Ms. Cross and Mr. Mallory were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** Treasury Specialist Supervisor Mary Bidwell led the Pledge of Allegiance.
- D. Changes to the Agenda: (Action):**

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.

Commissioner Leslie Duncan asked that items 15, “Bid Opening/Bid #2022-04/Snow Removal Equipment (SRE) and Airport Office Building/FAA/AIP 3-16-0010-052-2021/Airport,” and 31, “Property Survey/Lot Line Adjustment/Crazier,” be removed from the agenda. She also suggested that items 28 and 29 on the agenda be covered immediately after item 16.

No objections were voiced.

- E. Approve Meeting Minutes (Action):**

03/01/2022	Galena Consulting
03/01/2022	Business Meeting
03/02/2022	<i>Executive Session §74-206(1)(f)</i>
03/08/2022	<i>Executive Session §74-206(1)(d)</i>
03/08/2022	<i>Executive Session §74-206(1)(c)</i>

03/08/2022 Board of Community Guardians  
03/10/2022 Signing MSP21-0005/The Estates at Farragut/Community Development

Commissioner Duncan moved that the Board approve items one through seven 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.

**F. Approve Consent Calendar (Action):**

Assessor Adjustment to Tax-Valuation  
Assessor Adjustment to Tax-Valuation  
Assessor Adjustment to Tax-Valuation  
KCSO Freezer Repair Request  
Human Resources PAF/SCF Report for FY22 PP6 Week 2  
BOCC Signatures for Indigent Cases: 03/03/2022 to 03/09/2022

Commissioner Duncan moved that the Board approve items eight through thirteen 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.

**G. Approve Payables List for March 7 – 11, 2022 (Action):**

Commissioner Duncan moved that the Board accept the Payables List for the week of March 7, 2022 through March 11, 2022 in the amount of \$516,673.13, 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.

**H. Business:**

~~**Bid Opening/Bid #2022-04/Snow Removal Equipment (SRE) and Airport Office Building/FAA/AIP 3-16-0010-052-2021/Airport (Action)**~~

This item was pulled from the agenda.

**Bid Opening/Bid Specification Number #280222/Invitation for Bids (IFB) Bus Stop Improvements/Panhandle Health (C15); Hayden and Huetter/Seltice (B3); Coeur d'Alene Specification Number #280222/Resource Management Office (Action)**

Commissioner Duncan opened the two bids that had been received:

- National Native American Construction, Inc.  
\$127,695 for the Huetter/Seltice (B3) bus stop  
\$120,753 for the Panhandle Health (C15) bus stop
- Interstate Concrete and Asphalt  
\$127,888 for the Huetter/Seltice (B3) bus stop  
\$108,777 for the Panhandle Health (C15) bus stop

Commissioner Duncan moved that the Board acknowledge receipt of the two bids and send them to RMO and Legal 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.

Chairman Fillios stated that items 28 and 29 would be addressed next.

**Agreement for Protection of Surface Water Recharge Zones of the Rathdrum Prairie Aquifer/Rand Wichman Planning, LLC/BOCC (Action)**

Aquifer Protection District Board Chair Necia Maiani requested the Board's approval of an agreement for protection of surface water recharge zones of the Rathdrum Prairie Aquifer, with Rand Wichman Planning, LLC. She explained this contract allowed the company to work for the Aquifer Protection District on an hourly basis, not to exceed \$15,000. She described the scope of the project.

Commissioner Duncan moved that the Board approve the Agreement for the Protection of Surface Water Recharge Zones with Rand Wichman Planning, 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.

KCSO Patrol Deputy Gerald Wallace exited the meeting at 2:07 p.m.

Assessor Bela Kovacs entered the meeting at 2:07 p.m.

**Agreement for Aquifer Protection District Master Plan/Rand Wichman Planning, LLC/Auditor (Action)**

Ms. Maiani requested the Board's approval for an agreement with Rand Wichman Planning, LLC regarding the Aquifer Protection District Master Plan. She stated the agreement would also be on an hourly basis, not to exceed \$10,000.

Commissioner Brooks moved that the Board approve the agreement for the Aquifer Protection District master Plan with Rand Wichman Planning, LLC. 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.

**Authorization for Additional Services Bus Stop Improvements/J-U-B/Resource Management Office (Action)**

Resource Management Office (RMO) Transit Program Manager Chad Ingle explained the scope of the improvements which J-U-B Engineers, Inc. would provide.

Commissioner Duncan moved that the Board approve the authorization for additional services for bus stop improvements with J-U-B. 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.

**Airport Work Order/Work Order 22-02/Rehabilitate Runway 6/24 and Construct Taxiway B4 (Design Only)/T-O Engineers/Airport (Action)**

Airport Director Steven Kjergaard requested the Board's approval of Work Order 22-02, for rehabilitation of Runway 6/24 and the construction of Taxiway B4, to include design work only. He stated the contract amount was \$375,496.19 and that it would be a FAA (Federal Aviation Administration) grant match arrangement, with the FAA paying 90% and the remainder split between the state and the County. He noted that an independent fee review had been performed, as required by the FAA, and had come back with an amount of \$363,326. He pointed out the variance was 3.24%, which was well under the 10% variance allowed.

In response to a question from Commissioner Duncan, Mr. Kjergaard said the total project would cost about \$2.5 million and would begin in 2023. He stated the design portion should be completed within about six months.

Commissioner Brooks moved that the Board approve Work Order 22-02 for the rehabilitation of Runway 6/24 and construction of Taxiway B4, for design only, with T-O Engineers. 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.

**Contract Renewal/Everbridge/911 (Action)**

KCSO 911 Communication Services Technician Alan Mallory requested the Board’s approval of renewing a contract with Everbridge. He explained that Everbridge was the vendor for mass notifications and reverse 911 calls within the County. He stated that this was an annual renewal and explained that Everbridge had changed their model of billing.

Commissioner Duncan moved that the Board approve the contract renewal with Everbridge. 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.

**County Department Annual Report: Idaho Department of Juvenile Corrections/Juvenile Probation (Action)**

Juvenile Corrections Districts 1 and 2 Liaison Zlata Myr presented the Board with a document including the 2021 Kootenai County Annual Juvenile Justice Report, the 2021 District 1 Annual Juvenile Justice Report and the 2021 Statewide Annual Juvenile Justice Report. She reviewed highpoints of the data such as youth arrests, detention admissions, youth petitions, the breakdown of the cases into felony, misdemeanor and status offences, and probation and diversion intakes and releases. She also reviewed their finances and funding.

Civil Deputy Prosecuting Attorney R. David Ferguson confirmed that no motion was required at this time.

Juvenile Probation Director Debra Nadeau and Ms. Myr exited the meeting at 2:24 p.m.

**Orthoimagery Acquisition Contract/Pictometry International Corp./Information Technology (Action)**

Information Technology (IT) GIS (Geographic Information System) Manager Dave Christianson requested the Board’s approval of a contract for Orthoimagery Acquisition with Pictometry International Corp. He stated this was an annual agreement, with the only change from last year was that an additional partner, KEC (Kootenai Electric Cooperative) would be included. He indicated this would result in a reduction of the expense paid by the County: KEC, the cities and the County would each pay a third of the cost instead of the County paying a full half, as it had in the past. He added that the total cost of the endeavor had not increased from last year.

Commissioner Brooks moved that the Board approve the Orthoimagery Acquisition Contract between Pictometry International Corp and IT. 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.

Assessor Bela Kovacs and Mr. Christianson exited the meeting at 2:26 p.m.

**Financial/Budget: LF Pipe Purchase Approval/Solid Waste (Action)**

Since there were no Solid Waste (SW) employees present, Commissioner Duncan briefly reviewed the contents of the request. She explained that approval of this item had been requested by SW because it exceeded the \$20,000 limit for a purchase under Policy 930.

Commissioner Duncan moved that the Board approve the LF Pipe purchase 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.

**Financial/Budget: Insurance Settlement of Transfer Trailer (Asset #4575)/Solid Waste (Action)**

Commissioner Duncan explained that the County had received an insurance settlement for a transfer trailer that had been destroyed. She said that SW was asking that the settlement amount be sent back to their department.

Commissioner Duncan moved that the Board ask the Chairman to sign the insurance settlement for the transfer trailer. 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.

**ASC Fee Schedule Addenda (ASC and Stop Loss)/Regence BlueShield of Idaho/Human Resources (Action)**

**Regence Addenda (ASC and Stop Loss)/Regence BlueShield of Idaho/Human Resources (Action)**

**Stop Loss/Experience Rated Refund Program Addenda/Regence BlueShield of Idaho/Human Resources (Action)**

**Stop Loss Rate Cap Guarantee Addendum (ASC and Stop Loss)/Regence BlueShield of Idaho/Human Resources (Action)**

Human Resources (HR) Generalist – Benefits & Compensation Dorothy Cross indicated that items 24, 25, 26 and 27 could be handled together. She explained they were all addenda related to the contract the Board had signed last week. She explained that the figures in the initial agreement had been estimates, while these contained the final figures. She reviewed the changes in the amounts listed and explained the alteration to the Stop Loss Rate Cap.

Commissioner Brooks moved that the Board approve items 24, 25, 26 and 27, as described. 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.

Chairman Fillios noted that items 28 and 29 had been covered earlier in the meeting.

**Offer to Purchase Tax Deed – Sealed Bid/AIN #257186/Cazier (Action)**

Commissioner Duncan opened the sealed bid and stated that a check for \$1,000 was included.

Chief Deputy Treasurer Jill Smith reported that the total due on the parcel was \$1,601.50, with \$397 in hard costs incurred, about \$602 in interest and about \$12 in late charges.

Commissioner Duncan moved that the Board accept the offer to purchase AIN #257186, party of Cazier, for \$1,000, payment toward hard costs to be considered first, followed by fees that could not be written off and then to the taxes. 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.

**Property Survey/Lot Line Adjustment/Crazier (Discussion)**

This item was removed from the agenda.

**Resolution 2022-19/Finalize Resolution to PW Emergency Vessel Approach to No Wake Speed Limit/Sheriff – Marine (Action)**

KCSO Sergeant Ryan Miller asked the Board to approve Resolution 2022-19. He explained this represented an amendment of the current Section 6-2-104, which asked that vessel operators approaching emergency vessels displaying a flashing light, that they reduce to a no-wake speed. He said this would improve the safety of both citizens and law enforcement and emergency services personnel.

Commissioner Brooks moved that the Board approve Resolution 2022-19, to finalize a Resolution to Parks & Waterways Emergency Vessel Approach to No Wake Speed Limit, for the Sheriff's Office. 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. Ferguson exited the meeting at 2:35 p.m.

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

#### **Facilities Expansion**

Commissioner Duncan reported that they were waiting for the upcoming ARPA (American Rescue Plan Act) presentation by the County's Task Force at the end of the month.

#### **PAC Airport Lease**

Commissioner Duncan confirmed that they expected additional information to be provided after March 24, 2022.

#### **Skeet & Gun Club**

Commissioner Duncan stated that she did not expect any input from them until about December.

Commissioner Brooks voiced his agreement.

#### **North Lot Land Sale**

Commissioner Duncan reported that they were waiting for Mr. Ferguson to approve the deed, after which it would be brought to a Business Meeting for approval.

#### **Financial Snapshot**

Chairman Fillios said the next Financial Snapshot would be presented in April.

- I. **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.

Kootenai County Resident Jim Stafford said that, as President of the Spokane River Association, he would like to praise the Commissioners' decision to pass the Resolution presented today. However, he said that he was not in favor of their prior decision to pass Resolution 2021-63, regarding control of excessive wakes. He pointed out that KCSO Sheriff Robert Norris had refused, both in public and in writing, to enforce that Resolution.



**J. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:37 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

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