

**Corrected Minutes of Meeting**  
**Business Meeting**  
**March 17, 2020**  
**2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios and Commissioner Leslie Duncan met to discuss the following agenda items. Also present Chief Deputy Treasurer Laurie Thomas, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Community Development Director David Callahan, Airport Director Steven Kjergaard, KCSO Lieutenant Stuart Miller, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley, North Idaho Fair General Manager Alexcia Jordan, Fair Board Chair Jerry Johnson, Leon Duce, Sheri Holmes and Vic Holmes from the City of Rathdrum, Tony Berns from Ignite CDA, City of Post Falls Attorney John Cafferty, Coeur d'Alene City Administrator Troy Tymesen, Coeur d'Alene City Attorney Mike Gridley and Danielle Quade from Hawley Troxell. Commissioner Bill Brooks was excused. Resource Management Office (RMO) Senior Program Manager Kimberli Riley was present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Chief Deputy Treasurer Laurie Thomas led the Pledge of Allegiance.

Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 2:02 p.m.

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

**Minutes of Meetings:**

- 01/23/2020 CPA19-0001 Comprehensive Plan Amendment – Update/Resolution 2020-14/Community Development
- 01/30/2020 CUP19-0008/Kootenai Properties/Community Development
- 03/09/2020 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.
- 03/12/2020 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; & (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

**Board Actions:**

- Assessor's adjustment to tax/valuation/AIN No. 301635/Jaime
- Human Resources: Request for Job Evaluation/Classification/Parks & Waterways/Noxious Weed Control/Snowgroomer; Request for Salary Adjustment/Noxious Weed Superintendent
- Hardship Hearing 2020-03
- Hayden Area Regional Sewer Board (HARSB)/Payment Request Approval Form/J-U-B Engineering
- Quarterly Jail Inspection Report/Board of Commissioners

Commissioner Leslie Duncan moved that the Board approve the Consent Calendar as it appeared on the agenda. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

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

Commissioner Duncan moved that the Board accept the Payables List for the week of March 9, 2020 through March 13, 2020 in the amount of \$444,736.19, with jury payments of \$1,492.37. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Excused  
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 2020-02/Kootenai County Fairgrounds RV Park Phase 3/Riley/Fairgrounds**

Contractor Shawn Riley requested the Board award bid 2020-02 for the Kootenai County Fairgrounds RV Park Phase 3 to Stewart Contracting, Inc. for \$232,790.25. He noted that Legal was reviewing the contract and said he would bring it to the Board as soon as they were done.

Commissioner Duncan moved that the Board award bid 2020-02 to Stewart Contracting, Inc. in the amount of \$232,790.25. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

North Idaho Fairgrounds General Manager Alexcia Jordan and Fair Board Chairman Jerry Johnson exited the meeting at 2:05 p.m.

Commissioner Bill Brooks entered the meeting via teleconference at 2:05 p.m.

**Recommendation/Fixed Route Clean Diesel #2 Fuel Contract/Public Transportation/  
Resource Management Office**

Resource Management Office (RMO) Senior Program Manager Kimberli Riley (via teleconference) reported that a public notice had been published on February 19, 2020 and February 26, 2020 to solicit qualified vendors to provide clean diesel fuel for the Fixed Route Bus Service. She stated that they received three responses, which had been reviewed by Legal. Based on the review, she recommended that Coleman Oil be awarded the contract.

Commissioner Duncan moved that the Board approve the recommendation for the Fixed Route Bus Service clean diesel #2 fuel contract with Coleman Oil for Public Transportation. 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.

**Mutual Rescission of Lease Agreement/AAL-2003-030/Le Francis/Airport**

Airport Director Steven Kjergaard requested the Board's approval of mutual rescission of a lease agreement for AAL-2003-030, previously held by Mr. Le Francis. He stated this request was connected to the next item on the agenda.

Commissioner Duncan moved that the Board approve the mutual rescission of the lease agreement AAL-2003-030 with Le Francis. 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.

**Ground Lease/AAL-2020-800/Krosner/Airport**

Mr. Kjergaard requested the Board's approval for a new ground lease, AAL-202-800, to be issued to Mr. Krosner. He noted that the initial term of the lease would be for nine years and the following term would be for twenty-five years. He stated the lease would be \$1,294.13 per year.

Commissioner Duncan moved that the Board approve ground lease AAL-2020-800, Krosner. 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. Kjergaard exited the meeting at 2:08 p.m.

**Memorandum of Understanding/Waterborne Transportation Services/Lake Coeur d'Alene Cruises, Inc./ Office of Emergency Management**

KCSO Lieutenant Stuart Miller requested the Board's approval of a memorandum of understanding for waterborne transportation services for the general public and special populations affected by emergencies with Lake Coeur d'Alene Cruises, Inc. He stated it would be for a five year contract and confirmed that they would charge only for services rendered.

Commissioner Duncan moved that the Board approve the memorandum of understanding for waterborne transportation services with Lake Coeur d'Alene Cruises, Inc. 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/Document Destruction Services/Devries Business Services/KCSO**

Lieutenant Miller requested the Board's approval of an agreement for confidential document destruction services with Devries Business Services. He stated they came once a month and emptied the shred bins at a cost of \$14.50 per can.

Commissioner Duncan moved that the Board approve the agreement for document destruction services with Devries Business Services. 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.

**Equitable Sharing Agreement and Certification/Annual Certification Report/North Idaho Violent Crimes Task Force (NIVCTF)/KCSO**

Lieutenant Miller explained that this item represented the normal process to close out the ESAC (Equitable Sharing Agreement and Certification) for FY18.

Commissioner Duncan moved that the Board approve the Equitable Sharing Agreement and Certification Annual Certification Report for the North Idaho Violent Crimes Task Force. 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.

Chief Deputy Assessor Joe Johns entered the meeting at 2:11 p.m.

**Contract/Evidence Building Remodel/Longwell-Trapp Architects/Riley/KCSO**

Mr. Riley explained that the mobile command center and other equipment would be moved to the completed 911 Pole Barn. He said that the plan was for KCSO to take the vacated space and have it remodeled for an Evidence Building. He asked that the Board approve a not-to-exceed amount of \$3,500 to have Longwell-Trapp Architects write up an estimate for the project. He reported that there was about \$26,000 left in the fund from the Evidence Remodel project completed a couple years ago and suggested that he draw on that money to pay for the estimate.

Finance Director Dena Darrow assured the Board that no resolution would be needed to access the funds since they would be used for the same purpose.

Commissioner Duncan moved that the Board approve the contract for an estimate for the Evidence Building Remodel with Longwell-Trapp Architects in an amount not to exceed \$3,500. 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.

**Approval/Quote/Proposal/CTC Electrical Contracting Inc./Riley/Jail/KCSO**

Mr. Riley reported this item would cover the last of the Jail Underground Storage Tank Project. He stated he had received two quotes for the installation of needed wiring for the fuel tank heaters at the Jail. He asked the Board to approve the proposal from CTC Electrical Contracting, Inc. for \$3,715.

Commissioner Duncan moved that the Board approve the quote for the proposal from CTC Electrical Contracting, Inc. 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.

**Change Order/Marine Pole Barn Project/Ginno Construction/Riley/KCSO**

Mr. Riley reported that a need for heating was not taken into account when the Marine Pole Barn Project was put out to bid originally. He said he had received a change order from Ginno Construction for \$23,170 and that there were a couple more change orders coming. He explained that these change orders would take the project over the threshold of the next level of statute for bidding. He asked that this one be rejected to allow him time to further examine the situation.

Treasurer Steve Matheson entered the meeting at 2:16 p.m.

Lieutenant Miller exited the meeting at 2:17 p.m.

Commissioner Duncan moved that the Board deny the change order for the Marine Pole Barn Project from Ginno Construction. 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.

**Determination of Bid/Park & Walkway/Block 3 of McGuire Estates/AIN 335534/Resolution 2020-08/Community Development**

Community Development Director David Callahan explained that this was for a parcel the neighborhood had owned for some time due to a mistake by the developer, who had forgotten to turn it over. He reported that people who owned adjacent lots had entered a bid for it.

Civil Deputy Prosecuting Attorney Pat Braden stated that he agreed with Mr. Callahan's recommendation to accept the bid. He noted that there was one more notice that needed to be published in the paper and then a deed could be executed.

Commissioner Duncan moved that the Board accept the bid for AIN 335534 in the amount of \$6,500 with Chris and Stacey Hudson, Craig Goodall and Audrey Francis. 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. Callahan and Mr. Braden exited the meeting at 2:18 p.m.

**Resolution 2020-26/Surplus Furniture/Buildings & Grounds/Treasurer**

Ms. Thomas requested the Board's approval of Resolution 2020-26, for the disposal of surplus furniture as previously arranged.

Commissioner Duncan moved that the Board approve Resolution 2020-26. 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 2020-27/Fiscal Year 2020 Capital Budget Reallocation/Riley/BOCC**

Mr. Riley requested the Board's approval of Resolution 2020-27, for a FY20 Capital Budget Reallocation. He explained this was related to the Coroner's Office Remodeling Project. He noted that they had been seeking additional funding for the project, since the bids had come in over budget. He announced that he had become aware of \$20,000 remaining in

the fund for the completed Parking Lot Project last year. He suggested that amount be transferred to this project.

Ms. Darrow offered no objection to the proposal.

Commissioner Duncan moved that the Board approve Resolution 2020-27, for a Fiscal Year 2020 Capital Budget Reallocation. 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. Riley, Ms. Darrow, Senior Staff Accountant Melissa Merrifield and BOCC Senior Business Analyst Nanci Plouffe exited the meeting at 2:23 p.m.

**Resolution 2020-28/Advisory Vote on Urban Renewal Districts/BOCC**

Chairman Fillios stated that he would allow public comment on this item and asked Hawley Troxell Representative Danielle Quade to begin.

Ms. Quade announced she was present to represent Ignite CDA, which objected to the proposed language for the advisory vote on Urban Renewal Districts.

City of Rathdrum Resident Field Herrington entered the meeting at 2:31 p.m.

After negotiation among all parties, the Commissioners agreed to alter the wording of the advisory vote to include examples of URDs which had positive connotations in the minds of residents: Cabela's, Kroc Center, McEuen Park and Riverstone.

Commissioner Brooks stated he did not feel any specific URDs should be mentioned because he did not believe a ballot measure should include an educational lecture. He expressed his preference for the question to read only, "Do you support the use of Urban Renewal Districts in Kootenai County."

Commissioner Duncan moved that the Board approve Resolution 2020-28, regarding the advisory vote on Urban Renewal Districts, with the following change to the ballot language: "Do you support the use of Urban Renewal Districts in Kootenai County? Prior and current examples include Cabela's, Health Corridor District, Kroc Center, McEuen Park and Riverstone." 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.

- a. **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 additional public comments.

**G. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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Tina Ginorio, Deputy Clerk