

Minutes of Meeting
Business Meeting
March 24, 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 were Airport Director Steven Kjergaard, Human Resources (HR) Director Sylvia Proud, Finance Director Dena Darrow, Staff Accountant – Fixed Assets Isaac Ohm, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Recording Manager Melinda Roeder, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Jesse O’Hanan from Mdm Construction, Inc., Dave Kees, Kevin Puckett, Bill Krick, Jason Perry and Contractor Shawn Riley. Contractor Shawn Riley attended via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Deputy Clerk Tina Ginorio led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**
 - 02/25/2020 Business Meeting
 - 03/05/2020 Parks & Waterways
 - 03/05/2020 MSF20-0001/Walking Horse Estates/Community Development
 - 03/09/2020 Commissioners’ Status Update
 - 03/10/2020 Business Meeting
 - 03/12/2020 Human Resources
 - 03/12/2020 Community Development Update
 - 03/16/2020 Commissioners’ Status Update

Board Actions:

Treasurer’s Monthly Report: February 2020
Civil Division/February 2020 Financial Report
Canvass of Election: Presidential Primary/March 10, 2020; Supplemental Levy/Kellogg School District #391/March 10, 2020
Resolution Nos. 2020-29 and 2020-31/Disaster Emergency Declarations/COVID-19
Resolution 2020-32/Advisory Vote on Community Reentry Center (Prison Release Facility)
PAF/SCF Report: BOCC Review PP07/Human Resources
BOCC Signatures for Indigent Cases: 3/12/20 through 3/18/20

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.

Commissioner Bill Brooks entered the meeting via teleconference at 2:02 p.m.

D. Payables List (Action):

Commissioner Duncan moved that the Board accept the Payables List for the week of March 16, 2020 through March 20, 2020 in the amount of \$1,933,400.07, 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.

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

F. Action Items:

Bid Opening 2020-03/North Taxiway/FAA/AIP 3-16-0016-047-2019 & 048-2020/Airport

Commissioner Duncan read the received bids into the record.

Northwest Grading, Inc.: Schedule A (North Taxiway) \$916,043.80, Schedule B (ARFF Road) \$133,261.95, Schedule C (ARFF Road East and Entrance Road) \$187,388.50, Total \$1,236,694.25

EG&S Co.: Schedule A (North Taxiway) \$1,169,158.90, Schedule B (ARFF Road) \$162,920.95, Schedule C (ARFF Road East and Entrance Road) \$211,408.65, Total \$1,543,488.50

LaRiviere, Inc.: Schedule A (North Taxiway) \$1,082,542.25, Schedule B (ARFF Road) \$124,333.90, Schedule C (ARFF Road East and Entrance Road) \$161,658.75, Total \$1,368,534.90

Mdm Construction: Schedule A (North Taxiway) \$1,092,591.90, Schedule B (ARFF Road) \$130,891.50, Schedule C (ARFF Road East and Entrance Road) \$163,468.30, Total \$1,386,951.70

Interstate Concrete & Asphalt: Schedule A (North Taxiway) \$1,114,644.10, Schedule B (ARFF Road) \$174,199.30, Schedule C (ARFF Road East and Entrance Road) \$232,396.55, Total \$1,521,239.95

Commissioner Duncan moved that the Board acknowledge receipt of the five bids and refer them to the Airport 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.

Dave Kees, Kevin Puckett, Bill Krick, Jason Perry and Jesse O'Hanan from Mdm Construction exited the meeting at 2:08 p.m.

Work Order 20-0001/North Taxiway D/Phase II Construction/T-O Engineers/Airport

Airport Director Steven Kjergaard requested the Board's approval of Work Order 20-001 for the North Taxiway D Phase II Construction. He explained this item was for construction observation for the project, to assure it met all federal requirements. He said the total cost would be \$154,323.59, which was acceptable under federal guidelines.

Commissioner Duncan moved that the Board approve Work Order 20-0001 for the North Taxiway D Phase II Construction 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.

Mr. Kjergaard exited the meeting at 2:09 p.m.

Addendum K/Service Level Agreement/Electronic Transaction and Access/Access Idaho/Recorder

Recording Manager Melinda Roeder requested the Board's approval of Addendum K to the Recorder's Office's service level agreement for electronic transaction and access with Access Idaho. She explained this would allow their customers to go online to request and pay for recorded documents.

Commissioner Duncan moved that the Board approve Addendum K for the service level agreement for electronic transaction and access with Access Idaho. 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.

Ms. Roeder exited the meeting at 2:10 p.m.

Opt-In Agreement/COVID-19 Testing and Provider Copays Coverage/Regence BlueShield/Human Resources

Human Resources (HR) Director Sylvia Proud requested the Board’s approval of an opt-in agreement with Regence BlueShield to cover COVID-19 testing and provider copayments. She explained this would waive the deductible, copayments and coinsurance for the FDA authorized COVID-19 tests and associated provider visits, suspend prior authorization requirements that apply to covered testing and treatment for COVID-19, and allow a one-time early refill of covered prescription medications (with the exception of opioids). She noted that Legal had reviewed the item and voiced no objection.

Commissioner Duncan moved that the Board approve the opt-in agreement for the COVID-19 testing and provider copay coverage with Regence BlueShield. 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.

Ms. Proud exited the meeting at 2:12 p.m.

Agreement/Fixed-Route Bus Fuel Services/Coleman Oil Company/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board’s approval of an agreement with Coleman Oil Company for Fixed-Route Bus fuel services. She noted the agreement would run through May 31, 2021, with no change from previous terms.

Commissioner Duncan moved that the Board approve the agreement for the Fixed-Route Bus fuel services with Coleman Oil Company. 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.

FY21-25 Proposed Program of Projects/Public Transportation/Resource Management Office

Ms. Riley requested the Board’s approval of RMO’s FY21 – 25 proposed program of projects for Public Transportation. She explained this concerned the 5307 apportionment. She said they would be putting a public notice in the local paper for a public hearing for FY21, which would cover the 2020 apportionment. She pointed out that the security amount for the 2024 year had been reduced to \$9,600.

Commissioner Duncan moved that the Board approve the FY21 – 25 proposed program of projects 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.

FY20 Certifications and Assurances/FTA Grants and Cooperative Agreements/Public Transportation/Resource Management Office

Ms. Riley requested the Board’s approval of the FY20 certifications and assurances related to FTA (Federal Transit Administration) grants and cooperative agreements for Public Transportation. She noted this was an annual requirement that allowed them to apply for federal funding. She said there was a new requirement this year for a safety plan, which they hoped to have completed by July 2020. She stated they would bring the safety plan to the Board for approval when it had been prepared.

Commissioner Duncan moved that the Board approve the FY20 certifications and assurances for the FTA Grants and Cooperative Agreements 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.

Contract/Notice to Proceed/Stewart Contracting, Inc./Phase III/Fairgrounds RV Project/Compton Sewer Project/Riley/Fairgrounds

Contractor Shawn Riley requested the Board’s approval of the contract and notice to proceed with Stewart Contracting, Inc. for Phase III of the Fairgrounds RV Project and the Compton Sewer Project. He stated the bid had been for \$232,790.25 and the contract had been approved by Legal. He added that they hoped to have all the work completed before the Fair.

Commissioner Duncan moved that the Board approve the contract and notice to proceed with Stewart Contracting, Inc. for the Phase III Fairgrounds RV Project and the Compton Sewer Project in the amount of \$232,790.25. 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.

Ms. Riley exited the meeting at 2:17 p.m.

Service Agreement/Avista/New Meter/911 Call Center/Riley/KCSO

Mr. Riley requested the Board's approval of a service agreement with Avista to install a new electric meter at the 911 Call Center. He stated the cost would be \$270.

Commissioner Duncan moved that the Board approve the service agreement with Avista for new meter at the 911 Call Center. 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.

Non-Disclosure Agreement/Redmond Insurance/Board of Commissioners

Commissioner Duncan reported that Redmond Insurance wanted to give the County a bid; in order to do that a non-disclosure agreement needed to be signed. She explained this would allow the County to release the information needed by the insurance company to calculate the bid.

Commissioner Duncan moved that the Board authorize the Board to execute a non-disclosure agreement with Redmond and Company Insurance. 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 2020-33/Surplus Equipment/Asset Deletion/Auditor

Staff Accountant – Fixed Assets Isaac Ohm requested the Board's approval of Resolution 2020-33, to delete asset numbers for surplus equipment in the Auditor's Office. He said the items were some old books and a manual typewriter. He added the items had minimal value and were obsolete.

Commissioner Duncan moved that the Board approve Resolution 2020-33 surplus equipment asset deletion for the Auditor. 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.

Commissioner Brooks gave his authorization to staff to use his signature stamp on the required documents presented today.

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 2:20 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
