

**Minutes of Meeting**  
**Business Meeting**  
**May 5, 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, Staff Accountant – Grants Julina Hildreth, KCSO Captain John Holecek, Airport Director Steven Kjergaard, Civil Deputy Prosecutor R. David Ferguson, Resource Management Office Senior Program Manager Kimberli Riley, BOCC Communications Manager Nancy Jones, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley. Mr. Riley, Ms. Riley, Captain Holecek and Mr. Kjergaard joined via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** Deputy Clerk Ronnie Davisson led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**

**Minutes of Meetings:**

04/14/2020 Business Meeting  
04/20/2020 Human Resources: Personnel Changes  
04/21/2020 Business Meeting  
04/23/2020 Community Development Update  
04/23/2020 Human Resources: Personnel Changes  
04/27/2020 Airport  
04/27/2020 Treasurer  
04/27/2020 CDA Economic Development Corporation  
04/28/2020 Elected Officials

**Board Actions:**

Revocation of Exemption Orders: AIN 334748/Critical Power; AIN 182821 New Life Community Church; AIN 162190; 162188; 182821/New Life Community Church; AIN 128083; 116196/St. Luke’s Episcopal Church; AIN 203215/Cornerstone Baptist Church; AIN 128941 Rathdrum Citizen’s Committee; AIN 180731; 170302/Bayview Community Center Foundation; AIN 132405; 120211 CDA Community Theater  
Developer’s Infrastructure Exemption Applications: Lost Creek Estates  
Agricultural Exemptions Reviews  
Ratify: Tax Exempt Revocation Agenda/Action Items per Chairman Fillios  
PAF/SCF Report FY20 PP10 Week 1/Human Resources  
BOCC Signatures for Indigent Cases: 04/23/2020 through 04/29/2020

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:**

Commissioner Duncan moved to accept the Payables List for the week of April 27, 2020 through May 1, 2020 in the amount of \$437,423.91 with no jury 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:** Item Number 5 was removed from the agenda.

**F. New Business:**

**Bid Opening 2020-04/Body Scanner/Kootenai County Jail/KCSO**

Commissioner Duncan opened the first sealed bid from OD Security North America with a base bid of \$118,750. The second sealed bid was from ADA&I Systems, Inc. for \$103,000.

Commissioner Duncan moved to acknowledge the bids and send the bid to Legal and KCSO 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.

**Termination of Professional Services Agreement/OEM-Full Scale Exercise/Office of Emergency Management**

RMO Senior Program Manager Kimberli Riley requested termination of a professional services agreement for the Full Scale Exercise that was to take place on May 19 and 20. With the response efforts due to the COVID-19 pandemic, it had been difficult to hold that exercise as planned.

Commissioner Duncan moved to approve the termination of the professional services agreement for the OEM Full Scale Exercise. 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.

**Final Payment Request / Administration and Elections Parking Lots / LaRiviere / Riley / Board of Commissioners**

Contractor Shawn Riley requested approval of the final payment in the amount of \$4973.98 for the parking lot project.

Commissioner Duncan moved to approve the final payment request in the amount of \$4973.98 for the Administration and Elections parking lots with LaRiviere. 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.

**Change Order/Credit/TML Construction/MillerStauffer Architects/911 Pole Barn Building/Riley/KCSO/911**

Mr. Riley said there had been a credit of \$6038 on the landscaping portion of the 911 Pole Barn building, which would be able to be utilized to fund the electrical change order that had been approved a few months prior.

Commissioner Duncan moved to approve the change order in the amount of \$6038, a credit, from TML Construction and MillerStauffer Architects for the 911 Pole Barn Building. 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.

**~~Quote/Fan Coil Unit/Courthouse/McKinstry/Riley/Board of Commissioners—PULLED~~**

**Grant Agreement FTA G-26/CARES Act FY2020-008-00/US Department of Transportation/Public Transportation/Resource Management Office**

Ms. Riley requested approval of the CARES Grant Award, totaling \$4,547,613, which was 100% federal funds, with no required match. Ms. Riley said that they would use the grant dollars to fund their ongoing operations.

Commissioner Duncan moved to approve the grant agreement FTA G-26, which is the CARES Act FY2020-008-00, US Department of Transportation for the Public Transportation system. 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.

**Development and Ground Lease/AAL-2020-500/Ashley Construction, Inc./Airport**

Airport Director Steven Kjergaard explained that the lease was for construction at the Airport and was a standard lease agreement in the amount of \$3126.20 annually.

Commissioner Duncan moved to approve the development and ground lease AAL-2020-500 with Ashley Construction. 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 2020-39/Coeur d'Alene Airport/Deferral of Fuel Flowage Fee Payments/Airport**

Mr. Kjergaard requested approval to defer fuel flowage fee payments for operators at the Airport. It would range from May 1 to August 1 and would range in total from \$5000 to \$9000.

Commissioner Duncan moved to approve Resolution 2020-39 with the Coeur d'Alene Airport deferral of fuel flowage fees until August 1, 2020, covering a period of May 1 to July 31, 2020. 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.

**Clarify Funding Source for Temporary Custodian Approved 04/28/2020/Fund 11/ Building & Grounds/Board of Commissioners**

Commissioner Duncan explained that the temporary custodian position was initially determined to be funded from the Temp Pool Fund; however, as it is directly related to the COVID-19 pandemic, it would now be funded from Fund 11.

Commissioner Duncan moved to approve the funding source for the temporary custodian approved on April 28, 2020 come from Fund 11. 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. There were no public comments.

Chairman Fillios adjourned the meeting at 2:13 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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