

**Minutes of Meeting  
Commissioners' Debriefing  
May 6, 2019  
11:00 a.m.**

The Kootenai County Board of Commissioners: Chair Pro Tem Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiamonte, KCSO Undersheriff Dan Mattos, KCSO Captain Kevin Smart, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, First Judicial District Trial Court Administrator Karlene Behringer, Resource Management Office (RMO) Program Manager Kimberli Riley, BOCC Administrative Supervisor Leighanna Keiser and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley and Coeur d'Alene Press Reporter Brian Walker. Chairman Chris Fillios was excused.

- A. Call to Order:** Chair Pro Tem Leslie Duncan called the meeting to order at 11:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**Letter to DOJ (Department of Justice) to Amend Court Room ADA Contract (Discussion)**

Contractor Shawn Riley stated that he and Commissioner Duncan had met with Administrative District Judge Lansing Haynes, Judge Rich Christensen and First Judicial District Trial Court Administrator Karlene Behringer to discuss the ongoing efforts to have the lift in Courtroom 1 removed. He said they would like to ask the Board to send a letter to the Department of Justice (DOJ) in support of the removal. He stated they had also asked the Idaho Supreme Court to send a similar letter. He suggested that Civil Deputy Prosecuting Attorney Darrin Murphey be asked to draft the letter, since he was already familiar with the situation.

Chair Pro Tem Duncan noted that the financial responsibility for the removal of the lift had not been established. She wanted to be sure that it was clear that the Board was not committing itself to pay for the project at this stage of the discussion. Commissioner Bill Brooks voiced his agreement with her point. Mr. Riley suggested that this specifically be included in the letter. He added that he and Buildings & Grounds (B&G) Operations Manager Greg Manley had estimated the cost would be about \$30,000.

Chair Pro Tem Duncan agreed to ask Legal to produce the letter to the DOJ and said the draft would be shown to Ms. Behringer before it was completed.

**Hayden Lake Navigation Buoys (Discussion)**

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder explained that Chairman Chris Fillios had asked some questions about the proposed Hayden Lake navigation buoys. He said he had just received a message from IDL (Idaho Department of Lands) that said

that they were satisfied with the proposed MOU (Memorandum of Understanding) as presented.

Mr. Snyder noted there were some aspects of the MOU that still needed adjustment. He pointed out that the MOU did not state who would pay for the buoys in the future if the Hayden Watershed Association disbanded. He informed the Commissioners that each buoy cost about \$2,500 to deploy and had to be placed by a marine contractor, because the County boats were not big enough.

Mr. Snyder suggested that the MOU specifically state that the County, as represented by Parks & Waterways and the KCSO Marine Division have sole responsibility for determining where the buoys were placed.

Mr. Snyder also pointed out that there was no language in the MOU about proper anchoring. He explained that if the buoy anchors were not heavy enough, people moved them. He said that it cost the County about \$3,000 last year to move one back to its proper location, so it was less expensive to make certain they were firmly planted from the start.

Mr. Snyder said that the MOU would be brought to the Commissioners to review once the additional language was added. After that, he said it would be brought to a public meeting.

Both Commissioner Brooks and Chair Pro Tem Duncan agreed with his suggestions.

Mr. Snyder exited the meeting at 11:08 a.m.

#### **Allow Inspector or Chief Building Inspector to Report Potential Violations (Discussion)**

Chair Pro Tem Duncan reminded those attending that this topic had been discussed previously. She said she felt that, since the Building Inspectors were not law enforcement officers, their actions should be primarily complaint driven. She said she did not think it was appropriate for the Inspectors actively look for violations.

Commissioner Bill Brooks voiced his agreement, except in the case of an observed, obvious safety risk. He suggested that, in those instances, the inspector should not be restrained from acting.

Chair Pro Tem Duncan suggested that the issue could be raised at a future Community Development meeting, if there were any remaining concerns.

#### **Romer Building Next Step for Bids (Action)**

Mr. Riley stated that the County had not received any bids for the Romer Building as the offering stood. He suggested that the Board offer it for bid again with the understanding it would be salvaged and taken down by the buyer. He suggested that a requirement be included in the proposal for the new owner to clear the site completely, with the

exception of the cellar hole and the garage. He said he could work out the wording with Civil Deputy Prosecuting Attorney Pat Braden.

Chair Pro Tem Duncan asked Mr. Riley to proceed as he had suggested and bring the results back to another Commissioners' Debriefing before it was posted in the newspaper.

#### **Space for New Magistrates (Discussion)**

Chair Pro Tem Duncan stated that Mr. Behringer had contacted her and requested a letter stating that the County would commit to providing space for the expected new magistrates.

Ms. Behringer explained that additional office space would be needed for two full time judges, plus their two clerks, at the Administrative Campus. She said that a third judge, who would be assigned primarily to Sandpoint, would share Judge Scott Wayman's office.

Chair Pro Tem Duncan noted that the County did not have room available right now, so she felt unsure about making the requested commitment. She suggested the letter include reference to the expectation that the County would begin the needed building project by 2021.

Ms. Behringer said the new judges would begin work in July 2020 and offered some suggestions for possible office spaces that could be allotted to them. Mr. Riley confirmed that there was no open space available now and remarked that the State could potentially rent a space to house them until other provisions were made.

Chair Pro Tem Duncan said the Board would provide a letter to the effect that the County was doing its best to improve court facilities and space and was looking into all the reasonable options. She stated that the draft would be forwarded to Ms. Behringer for comment before it was sent.

#### **KCSO Vehicles (Discussion)**

Commissioner Brooks called attention to the ongoing concerns over the Sheriff's Office FY2020 requests for vehicles. He offered his perception that the County needed to find a better way to handle this process and might consider other methods of fleet management.

KCSO Undersheriff Dan Mattos reviewed some key issues in fleet management, including the take-home vehicle program, vehicle maintenance and mileage limits, logistics of answering calls across the County and officer pay. He noted that KCSO had requested forty-one vehicles this year, which would be the number required to regain alignment with the current fleet management goals, and acknowledged that they knew they would not receive all of them.

Undersheriff Mattos commented that he had discussed the 70,000 mileage limit with other staff and it appeared that the limit could be increased to 100,000 miles with no bad effects.

Commissioner Brooks and Chair Pro Tem Duncan expressed an interest in learning how many deputies lived in unincorporated areas of the County or outside the County.

Mr. Riley reminded those assembled that there was a Fleet Management meeting planned for May 28, 2019. He said there had been many new ideas proposed in the last meeting and he was looking forward to discussing them further. He added that the Sheriff's Office was generating a Fleet Management Policy of their own which, along with the general Policy for the County, would be submitted to the Commissioners once the drafts were ready.

**D. 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 was no public comment.

**E. Adjournment (Action):** Chair Pro Tem Duncan adjourned the meeting at 11:38 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

LESLIE DUNCAN, CHAIR PRO TEM

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

\_\_\_\_\_