

**Minutes of Meeting**  
**Business Meeting**  
**May 7, 2019**  
**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 Assessor Rich Houser, Vehicle License Manager Holly Thompson, KCSO Sheriff Ben Wolfinger, KCSO Captain Kim Edmonson, KCSO Lieutenant Ward Crawford, KCSO 911 Communications Services Manager Collin McRoy, Chief Deputy Treasurer Laurie Thomas, Chief Deputy Clerk Jennifer Locke, Court Services Director Marissa Garza, Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, Senior Staff Accountant Melissa Merrifield, Staff Accountant – Budget Michelle Chiamonte, Airport Director Steven Kjergaard, Resource Management Office (RMO) Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Joe Andrew, Chris Wunder and Rod Andrew from Reliable Towing, Brad Diller and Matt Mayo from ATRN Towing & Recovery, NNAC (National Native American Construction) Representative Lori Porath, Michael Walker and Justin Trau from Miller Stauffer Architects, Kootenai County Resident Becky Karonon, Terry Vulles and Tom Vulles from Schaffer’s Towing, Attorney Scott Nass, Attorney John Magnuson, and Contractor Shawn Riley. Commissioner Bill Brooks was excused.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:04 p.m.

Chairman Fillios suggested that the people interested in item eleven, regarding the KCSO towing contract, return to the waiting room, since the Boardroom was too crowded. Joe Andrews, Chris Wunder and Rod Andrew from Reliable Towing, Brad Diller and Matt Mayo from ATRN Towing & Recovery, Terry Vulles and Tom Vulles from Schaffer’s Towing, Attorney Scott Nass and Attorney John Magnuson left the Boardroom.

- B. Pledge of Allegiance:** Staff Accountant – Budget Michelle Chiamonte led the Pledge of Allegiance.

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

**Minutes of Meetings:**

04/04/2019	Hauser-Beck Industrial Park/MSP19-0002/Community Development
04/04/2019	The Reserve at Twin Lakes/MSF19-0002/Community Development
04/11/2019	Hunt/VAR18-0010/Community Development
04/12/2019	FY2020 Budget Review – Board of County Commissioners
04/22/2019	Commissioners’ Debriefing
04/23/2019	Community Development
04/23/2019	Business Meeting
04/24/2019	Kootenai-Shoshone Soil & Water Conservation District (KSSWCD)
04/25/2019	Public Hearing: Community Development Fee Schedule/Resolution 2019-35/Community Development

**Board Actions:**

Assessor’s Adjustment to tax/valuation/AIN 138756  
PAF/SCF Report: BOCC Review PP10/Human Resources  
BOCC Signatures for Indigent Cases: 4/25/19 through 5/1/19

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 April 29, 2019 through May 3, 2019 in the amount of \$485,552.18, with no jury payments. 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):**

Commissioner Duncan requested that item eight be pulled from the agenda and an additional item be added, Resolution 2019-36 District Court Fee/Auditor. She noted that the item was time sensitive. Chairman Fillios agreed.

Commissioner Duncan moved that the Board amend the agenda to add item twelve, Resolution 2019-36. 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.

**F. Action Items:**

**Bid Opening/Vehicle Storage Building/KCSO/911**

Commissioner Duncan opened the sealed bids for the KCSO 911 Vehicle Storage Building and read them into the record.

- Mountain Dove Construction – base price \$547,377; alternate one \$52,622
  - Electrical – Still Water Electric
  - Plumbing – RL Jacobs
  - HVAC – ACI Northwest

- TML Construction – base price \$514,250, alternate one \$50,600
  - Electrical – Fuse Electrical
  - Plumbing – none listed
  - HVAC – AirTech Mechanical
  
- NNAC (National Native American Construction) - \$574,000, alternate one \$48,000
  - Electrical – Fuse Electrical
  - Plumbing – none listed
  - HVAC – AirTech Mechanical
  
- Meridian Construction – base price \$631,000, alternate one \$53,000
  - Electrical – Fuse Electrical
  - Plumbing – AirTech Mechanical
  - HVAC – AirTech Mechanical

Commissioner Duncan moved that the Board accept the bids and that they be submitted for review. 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.

**Proclamation: National Police Week 2019**

KCSO Captain Kim Edmonson read a proclamation declaring May 12 – 18, 2019 as Police Week and May 15, 2019 as Peace Officer’s Memorial Day into the record. She asked the Board to approve the proclamation.

Commissioner Duncan moved that the Board accept the Proclamation of National Police Week 2019. 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.

KCSO 911 Communications Services Manager Collin McRoy and KCSO Lieutenant Ward Crawford exited the meeting at 2:11 p.m.

**Facilities Solutions Agreement/Cintas/KCSO**

KCSO Sheriff Ben Wolfinger requested the Board’s approval for the annual Facilities Solutions Agreement between KCSO and Cintas. He explained that this company cleaned the mechanics uniforms and the facility mats for the Sheriff’s Office. He added that Legal had reviewed the agreement and found it acceptable.

Commissioner Duncan moved that the Board approve the Facilities Solutions Agreement between Cintas and KCSO. 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.

Captain Edmonson exited the meeting at 2:15 p.m.

**Petition for Abandonment/Vacation of Right-of-Way/Skeet and Trap Club/Airport**

Airport Director Steven Kjergaard requested the Board's approval of a petition for abandonment and vacation of right-of-way between the Airport and the Skeet and Trap Club.

Commissioner Duncan moved that the Board approve the petition for abandonment and vacation of right-of-way at the Skeet and Trap Club. 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.

**Extension of Contract/Paratransit Demand Response/Transit**

Resource Management Office (RMO) Program Manager Kimberli Riley requested the Board's approval of an extension of the contract for Paratransit Demand Response between Transit and MV Transportation. She said there were some cost increases in the extension, but they had been anticipated and were covered by their Budget.

Commissioner Duncan moved that the Board approve the extension of contract with Paratransit Demand Response and the County's Transit Department. 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.

**Amended Independent Contract Agreement/Riley/Board of Commissioners**

Commissioner Duncan informed those present that it had become apparent that some adjustments were needed to Contractor Shawn Riley's contract with the County. She noted these adjustments would include his no longer needing to keep track of his hours. Civil Deputy Prosecuting Attorney R. David Ferguson stated that Civil Deputy Prosecuting Attorney Darrin Murphey had prepared the contract, so it was acceptable to Legal. Mr. Riley said that an insurance clause had been inserted as well.

Commissioner Duncan moved that the Board approve the amended independent contract agreement between the Board of County Commissioners and Contractor Shawn Riley. 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.

Mr. Riley exited the meeting at 2:18 p.m.

**Contract/QLess/Department of Motor Vehicles/Assessor**

Assessor Rich Houser explained this item was a continuation of their contract with QLess, which provided services to the Department of Motor Vehicles. He said there would be a slight increase in cost for FY2020. Assessor Houser stated that the new system was working very well and enabled DMV staff to manage closing times more effectively, eliminating much of the overtime pay previously required.

Commissioner Duncan moved that the Board approve the contract with QLess for the Department of Motor Vehicles. 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.

**Grant Application/Operation Stonegarden/KCSO** – Pulled

**Resolution 2019-45/Surplus Equipment/Assessor**

Assessor Houser requested the Board's approval of Resolution 2019-45, to declare a ten-year-old copier as surplus equipment, for his department.

Commissioner Duncan moved that the Board approve Resolution 2019-45. 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.

**Resolution 2019-46/Treasurer Authorization – Cancellation of Penalties and Interest/Board of Commissioners**

Chief Deputy Treasurer Laurie Thomas requested the Board's approval of Resolution 2019-46, which gives the Treasurer authorization, under certain circumstances, to cancel penalties and interest on tax bills without bringing the case before the Board of County Commissioners. She explained that this had been allowed in the past and it permitted the Treasurer to quickly resolve simple cases that were under a certain dollar amount.

Commissioner Duncan moved that the Board approve Resolution 2019-46. 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.

Assessor Houser, Vehicle License Manager Holly Thompson, Ms. Thompson and Ms. Riley exited the meeting at 2:22 p.m.

Chairman Fillios announced that he was going to reverse the order of the last two items on the agenda, so the Board would hear the item regarding the towing contract last.

#### **Resolution 2019-39/District Court Fee/Auditor**

Deputy Finance Director Keith Taylor requested the Board's approval for Resolution 2019-39, which provides for a \$12.50 fee for making partial payments within District Court. He explained the notice about the fee had been run in the Coeur d'Alene Press for the last two weeks.

Commissioner Duncan moved that the Board approve Resolution 2019-39. 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.

Mr. Taylor, Court Services Director Marissa Garza, Senior Staff Accountant Melissa Merrifield and Staff Accountant – Budget Michelle Chiaramonte exited the meeting at 2:25 p.m.

Commissioner Duncan attempted to reach Commissioner Bill Brooks by phone, to invite him to participate in the final agenda item, but was unable to do so.

Joe Andrews, Chris Wunder and Rod Andrew from Reliable Towing, Brad Diller and Matt Mayo from ATRN Towing & Recovery, Terry Vulles and Tom Vulles from Schaffer's Towing, Attorney Scott Nass and Attorney John Magnuson re-entered the meeting at 2:25 p.m.

#### **Towing Contract Review/KCSO/Board of Commissioners**

KCSO Sheriff Ben Wolfinger stated that he had expressed his thoughts on this matter in the previous meetings and had little to add. He reminded those assembled that the towing contract had gone to an RFP (Request for Proposal) rather than a bid process, which was approved by Legal at the time.

Attorney John Magnuson restated his points, that making the proposed change to the towing arrangements for the County would not be disruptive to County services, but would be fair and equitable treatment to all businesses involved.

Attorney Scott Nass restated his position that the current arrangement should be continued, since Schaffer's Towing had given excellent service to the County.

Commissioner Duncan moved that the Board agree to enter into nonexclusive price agreements with any towing companies that apply and meet the Sheriff's requirements for equipment and services, to be available to all County Departments. 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.

**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 2:32 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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