

**Minutes of Meeting  
Commissioners' Debriefing  
May 14, 2018  
2:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Chief Deputy Assessor Rich Houser, Finance Director Dena Darrow, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, Human Resources (HR) Director Skye Reynolds, HR Generalist – Compliance Cecilia Sweet, Buildings & Grounds (B&G) Assistant Manager Tom Reed and Deputy Clerk Tina Ginorio. Also present were Fairgrounds General Manager Alexcia Jordan, Fair Board Member Linda Rider, and Northwest Insurance's ICRMP Representative John Goedde.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:31 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Action:**

**Gravel Lot**

Buildings & Grounds (B&G) Director Shawn Riley joined the meeting by telephone conference call at 2:31 p.m.

Mr. Riley explained that a change order for \$13,000 to \$15,000 would be forthcoming to cover an increase in cost for the Gravel Lot Project, but it would fall within the allowed budget. He said he wanted to get the Commissioners' verbal approval immediately so that the work could continue without any delays. Chairman Eberlein requested a memo for the Board's records; Buildings & Grounds (B&G) Assistant Manager Tom Reed agreed to provide one. Chairman Eberlein suggested that Mr. Reed bring the memo to the Business Meeting on May 15, 2018, since it would be time sensitive.

Commissioner Chris Fillios moved that the Board approve an increase of funding for the Gravel Lot Project of \$15,000 out of a possible contingency maximum of \$30,000. Commissioner Bob Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham:       Aye  
Commissioner Fillios:        Aye  
Chairman Eberlein:           Aye

The motion carried.

**Possible ICRMP Premium Savings Discussion**

Northwest Insurance's ICRMP (Idaho Counties Risk Management Program) Representative John Goedde reminded the Board that there had been discussion of raising the County's ICRMP deductible from \$2,500 to \$5,000. He explained that, if this were done, the County would pay more in claims' deductibles but would probably save enough on premium costs to more than offset it. He said that ICRMP had reviewed the

figures again and suggested that the deductible could be raised to just \$3,500 to realize potential savings of about \$15,000. Human Resources (HR) Director Skye Reynolds stated she would receive the modified documents from ICRMP and bring them to the Board at a Business Meeting in the near future.

### **CGI Communications Video Project Proposal**

BOCC Administrative Supervisor Nancy Jones entered the meeting at 2:39 p.m.

Ms. Jones informed the Board that CGI Communications had contacted Commissioner Fillios offering video services promoting local regions. She said they proposed creating six videos highlighting different aspects of Kootenai County at no cost to the County. The company would work with local businesses that would fund the project in return for advertising exposure. She provided the Commissioners with a flyer advertising CGI Communications' products and a form letter they send to businesses to encourage them to participate. She said a seventh video would be produced free of charge highlighting local nonprofits. Ms. Jones said that she, HR Director Skye Reynolds and Chief Deputy Assessor Rich Houser attended an introductory seminar and were all favorably impressed.

Commissioner Fillios remarked that the City of Hayden had engaged this company to create videos for them. He said he had not seen those videos but had seen some produced for communities in Utah and Colorado. He said he would be willing to investigate the proposal further.

### **Sewer Cap Fee Discussion – Fairgrounds RV Park**

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder reminded the Board that the award of the bid for the RV Park Project was on the Business Meeting Agenda for May 15, 2018. He explained he had arranged for an additional \$20,000 in grant money from IDPR (Idaho Department of Parks and Recreation) to apply toward the funding shortfall. He said he had also arranged with the City of Coeur d'Alene to accept \$16,500 in sewer cap fees now and defer \$28,807 until the end of FY19. He added he had discussed the issue with Welch Comer Engineers and they said they thought some minor adjustments to the project plans could help keep the project within budget. He said the stockpile of gravel and topsoil the County has would also help reduce costs.

Commissioner Eberlein inquired whether in order to secure the additional \$20,000 in grants, additional matching funds would be needed. Mr. Snyder said that was correct.

Finance Director Dena Darrow reminded the Board that in a previous meeting, B&G Director Shawn Riley had indicated he intended to contest the cap fee with the City of Coeur d'Alene. She cautioned the Board against agreeing to pay anything on the cap fee before that avenue was explored. She also warned the Board that certain actions might be forbidden by the terms of the grant, such as refraining from hooking up to the sewer until the next year.

Mr. Snyder exited the meeting at 2:51 p.m.

- D. 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 was no public comment.

Chairman Eberlein adjourned the meeting at 3:04 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

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

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