

Minutes of Meeting
Business Meeting
May 26, 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 KCSO Undersheriff Dan Mattos, KCSO Lieutenants Stuart Miller, Mike McFarland and Ryan Higgins, KCSO Detective Derrick Hollenbeck, Human Resources (HR) Director Sylvia Proud, Airport Director Steven Kjergaard, Solid Waste (SW) Director Cathy Mayer, Finance Director Dena Darrow, Staff Accountant – Grants Julina Hildreth, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley. Undersheriff Mattos, Lieutenant Higgins, Ms. Riley and Mr. Riley were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Human Resources (HR) Director Sylvia Proud led the Pledge of Allegiance.

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

Minutes of Meetings:

05/05/2020	Business Meeting
05/06/2020	BOCC Departmental FY21 Budget Review
05/07/2020	Assessor FY21 Budget Review
05/08/2020	Republican Central Committee
05/11/2020	Coroner FY21 Budget Review
05/12/2020	Assessor
05/12/2020	Business Meeting
05/14/2020	Community Development Update
05/14/2020	Human Resources: Personnel Changes
05/14/2020	Fairgrounds FY21 Budget Review
05/15/2020	Airport

Board Actions:

Assessor's Adjustment to tax/valuation/AIN Nos. 249799/Lynn; 225287/Lowe
Treasurer's Request for Adjustment to Solid Waste Fees: AIN 104515 Barker; 144688 Barnes
Treasurer's Monthly Report/April 2020
PAF/SCF Report PP 11 week 2/Human Resources
BOCC Signatures for Indigent Cases: 5/14/20 through 5/20/20

Commissioner Leslie Duncan moved that the Board approve the Consent Calendar as it appeared on the agenda. Commissioner Bill 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.

D. Payables List (Action):

Commissioner Duncan moved that the Board accept the Payables List for the week of May 18, 2020 through May 22, 2020 in the amount of \$752,515.06, 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:

Easement and Agreement Regarding Public Trees/Ramsey Transfer Station/City of Coeur d'Alene/Solid Waste

Solid Waste (SW) Director Cathy Mayer requested the Board's approval of an easement and agreement with the City of Coeur d'Alene. She explained it was necessary in order to comply with the City's urban forestry requirements. She said that they were required to put trees along Ramsey Road as part of the new Household Hazardous Waste facility and had negotiated with the City to use some of their existing area instead, in a 25 foot by 300 foot space, on which SW would guarantee the existing tree cover would be maintained.

Commissioner Duncan moved that the Board approve the easement and agreement regarding public trees at the Ramsey Transfer Station with the City of Coeur d'Alene. 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.

Award Bid 2020-05/Partial Airport Perimeter Fence/FAA/AIP 3-16-0010-049-2020/Airport

Airport Director Steven Kjergaard requested the Board's approval to award Bid 2020-05, for the partial airport perimeter fence to Idaho Fence, for \$468,736. He explained the project would be fully funded by the FAA (Federal Aviation Administration), with no match required from the County. He noted that there had been some minor irregularities in all three of the bids, but he asked the Board to waive them. He added that Legal had indicated this would be acceptable.

Commissioner Duncan moved that the Board award Bid 2020-05 for the partial airport perimeter fence AIP-3-16-0010-049-2020 to Idaho Fence Company, contingent upon receiving grant funds from the FAA and waiving the bid irregularities. 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.

Update/Kootenai County Airport Advisory Board Guidelines/Airport

Mr. Kjergaard requested the Board's approval of the updated Kootenai County Airport Advisory Board Guidelines. He noted that these had last been updated in the 1980's and that Legal had reviewed the changes.

Commissioner Duncan moved that the Board approve the update to the County Airport Advisory Board Guidelines. 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 2:08 p.m.

Request/Capital Expense for Training/Dive Rescue Team/KCSO

KCSO Lieutenant Ryan Higgins explained that KCSO had had surplus money in the Vessel Fund last year and had signed up for training sessions for the Dive Rescue Team in the fall and winter. He said that they had only just received an invoice for the training, which created a small complication because they were no longer in that budget year. He asked the Board to approve the use of the current Vessel Account Fund.

Staff Accountant – Grants Julina Hildreth clarified that half the money would come from the RBS (Recreational Boating Safety) grant for this year. She indicated that the Auditor's Office could arrange financing appropriately. She confirmed that the amount was \$18,450.

Commissioner Duncan moved that the Board approve the request for the Dive/Rescue Training. 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.

Finance Director Dena Darrow pointed out that the Sheriff's Office had requested an official budget be created for the Dive Rescue Team, which would simplify matters in the future.

Grant Application/FY20 Coronavirus Emergency Supplemental Funding (CESF)/US Department of Justice/Bureau of Justice Assistance/KCSO/Resource Management Office

KCSO Lieutenant Stuart Miller requested the Board approval for a grant application for the FY20 Coronavirus Emergency Supplemental Funding. He reminded the Commissioners that this issue had been reviewed last meeting and that they had been provided the additional information they had requested. He offered further details on the cellphone tracking service they wished to purchase.

After extensive discussion, it was suggested that the issue be set aside for further consideration in a meeting Thursday, May 28, 2020. No motion was made at this time.

FY21 Law Enforcement Partnership for Success (LE PFS)/Grant Application/Resource Management Office/KCSO

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval for the FY21 Law Enforcement Partnership for Success grant application. She explained the grant would be used to reimburse overtime and mileage. She said it was an annual award and the amount was \$24,421.32, for July 1, 2020 through June 30, 2021. She added there was no match required from the County.

Commissioner Duncan moved that the Board approve the FY21 Law Enforcement Partnership for Success grant application. 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.

Kootenai County Telecommuting Policy and Procedure/Resolution 2020-40/Human Resources

Human Resources (HR) Director Sylvia Proud requested the Board's approval of the newly created Kootenai County Telecommuting Policy and Procedure under Resolution 2020-40. She noted the policy had been reviewed by Legal.

Commissioner Duncan moved that the Board approve the Kootenai County Telecommuting Policy and Procedure, Resolution 2020-40. 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. Mayer and Ms. Proud exited the meeting at 2:35 p.m.

Proposal/Construction Services/Compton Sewer Project/Welch-Comer/Riley/Board of Commissioners

Contractor Shawn Riley requested the Board's approval for a proposal for construction services on the Compton Sewer Project by Welch-Comer & Associates. He stated the amount was \$5,800.

Commissioner Duncan moved that the Board approve the proposal for construction services on the Compton Sewer Project from Welch Comer in the amount of \$5,800. 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.

Approve Quote/Remodel Restrooms/Post Falls Veterans/Department of Motor Vehicles/Iron Mountain Construction LLC/Riley/Board of Commissioners

Mr. Riley requested the Board's acceptance of a quote to remodel the restrooms in accordance with ADA (Americans with Disabilities Act) requirements at the Post Falls Veterans/Department of Motor Vehicles office from Iron Mountain Construction LLC. He confirmed the quote was for \$8,800.

Commissioner Duncan moved that the Board approve the quote for the remodel of the restrooms at the Post Falls Veterans/Department of Motor Vehicles with Iron Mountain Construction LLC in the amount of \$8,800, to come from the Five Year Plan. 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.

Monitoring Agreement/Work Release Center/Fire Systems West/Riley/Board of Commissioners

Mr. Riley requested the Board's approval for a monitoring agreement at the Work Release Center by Fire Systems West. He explained that the City of Coeur d'Alene required the update of the fire panel and then get a 24/7 monitoring agreement, which would cost \$360 per year. He added this would come from the Jail Maintenance budget.

Commissioner Duncan moved that the Board approve the monitoring agreement for the Work Release Center with Fire Systems West. 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.

Approve Quote/Fencing/Admin Parking Lot/Inland Fence Company/Riley/Board of Commissioners

Mr. Riley requested the Board's approval of a quote for fencing for the Administrative Building Parking Lot with Inland Fence Company. He noted the expense had been included in the Five Year Plan.

Commissioner Duncan moved that the Board approve the quote for fencing in the Admin Parking lot with Inland Fence Company in the amount of \$5,858. 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.

Approve Quote/Repair Judges Parking Lot/Interstate Concrete and Asphalt/Riley/Board of Commissioners

Mr. Riley requested the Board's approval of a quote to repair the Judges' Parking Lot from Interstate Concrete and Asphalt. He said the amount would be \$6,669 which should mitigate the current tripping hazard.

Commissioner Duncan moved that the Board approve the quote for the repair of the Judges' Parking Lot by Interstate Concrete and Asphalt in the amount of \$6,669. 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.

Approve Quote/Parking Lot Repair/Admin/North Lot/JJC Lot/Post Falls Driver's License/DMV Lots/Arrow Concrete and Asphalt Services/Riley Board of Commissioners

Mr. Riley requested the Board's approval of a quote for parking lot repairs at the Admin North, JJC (Juvenile Justice Center), Post Falls Driver's License and Post Falls DMV (Department of Motor Vehicles) lots. He stated the quote from Arrow Concrete and Asphalt Services was not to exceed \$24,439.

Commissioner Duncan moved that the Board approve the quote for parking lot repair at Admin. North lot, JJC Lot, Post Falls Driver's License/DMV Lot with Arrow Concrete and Asphalt Services in the amount of \$24,439. 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 Submission of the North Idaho Violent Crimes Task Force (NIVCTF) Expenses and Revenues/Final Close Out/KCSO

Lieutenant Miller explained this represented the final closeout for the task force’s account on the Federal side and movement of \$12,557.85 to the Sheriff’s Office account for task force operation.

Commissioner Duncan moved that the Board approve the FY20 submission of the North Idaho Violent Crimes Task Force expenses and revenues final close out. 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.

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 2:46 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
