

Minutes of Meeting
Business Meeting
May 29, 2018
2:00 p.m.

The Kootenai County Board of Commissioners: Chairman Pro Tem Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Finance Director Dena Darrow, Staff Accountant Julina Hildreth, Parks & Waterways (P&W) Director Nick Snyder, Grants Management Office (GMO)/Transit Program Manager Jeannette Leckvold, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, Airport Administrative Secretary Linda Leigh, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Ronnie Davisson. Also present was Welch Comer Principal Phil Boyd, Fair General Manager Alexcia Jordan, and Fair Board Chair Jerry Johnson. Chairman Marc Eberlein was excused.

- A. Call to Order:** Chairman Pro Tem Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** GMO/Transit Program Manager Jeannette Leckvold led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**
Minutes of Meetings:
 - 04/30/2018 Commissioners' Debriefing
 - 05/09/2018 Tax Exempt Application Hearing
 - 05/14/2018 Community Development Update
 - 05/16/2018 Human Resources: Wage Adjustment Discussion
 - 05/17/2018 Human Resources Personnel Changes
 - 05/17/2018 Innovation Collective
 - 05/17/2018 Deliberations/MSF18-0005/Timbered Estates/Community Development
 - 05/21/2018 Executive Session §74-206(1)(b) *to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.*
 - 05/21/2018 Community Development Update
 - 05/21/2018 Personnel Position Review
 - 05/22/2018 Indigent Appeal 2018-48
 - 05/22/2018 Indigent Appeal 2017-552
 - 05/22/2018 Commissioners' Debriefing

Board Actions:

Assessor's Adjustment to tax/valuation: AIN Nos. 100255; 332633; 332632; 334768
Treasurer's Request to Cancel Solid Waste Fee/AIN 114395
Civil Division/April 2018 Financial Report/KCSO
PAF/SCF Report: BOCC Review PP11/Human Resources
BOCC Signatures for Indigent Cases: 05/17/2018 through 05/23/2018
Noxious Weed Control Agreements/Various Parcels

Commissioner Bob Bingham moved to approve the Consent Calendar as it appeared on the agenda. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

GMO/Transit Director Jody Bieze entered the meeting at 2:01 p.m.

D. Approval of Payables List:

Commissioner Bingham moved to accept the Payables List for the week of May 21, 2018 through May 25, 2018, in the amount of \$687,657.45 with jury payments of \$2136.87. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

E. Changes to the Agenda: Commissioner Bingham said GMO/Transit had requested to add two items to the agenda regarding grant applications and awards, as they were both time sensitive.

Commissioner Bingham moved to add grant awards to the agenda. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

F. New Business:

Public Hearing: Program of Projects/Transit System/Grants Management Office

Ms. Leckvold said they were submitting GMO/Transit's program projects for FY18 for Board Approval. The program of projects was published in the Coeur d'Alene Press on April 27, 2018 and submitted to KMPO in March 2018, and then Ms. Leckvold stated they had yet to receive any public comments.

Commissioner Bingham moved to open the Public Hearing regarding Program of Projects for Transit. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Chairman Pro Tem Fillios opened the Public Hearing at 2:05 p.m.

There were no public comments for the Public Hearing.

Commissioner Bingham moved to conclude public comment. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Public Hearing concluded at 2:05 p.m.

Commissioner Bingham moved to enter into Deliberations. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Commissioner Bingham moved to approve the Program of Projects as submitted by GMO. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Contract/Paratransit Services/MV Public Transportation/Grants Management Office

Ms. Leckvold requested the Board sign the contract with MV Public Transportation for paratransit services with Kootenai County. She added the contract was for one year with up to two additional one-year extensions. The first year was for a total of \$338,673, but had negotiated the total down by approximately \$25,000, which ultimately saved the County \$77,891.74 for three years.

Commissioner Bingham moved to approve the contract with MV Public Transportation. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Grant Budget Revision/ID-2016-009-00/Riverstone Transit Center/Grants Management Office

Ms. Leckvold requested permission from the Board to perform a Budget revision. She said there was a total of \$93,224 set aside for project management and wanted to move the monies to bus support, equipment, and facilities, to have available for the Riverstone

Transit Center. Ms. Leckvold continued, stating that it was prepping for the receipt of bids for the Transit Center, and if the money were not used, they would request permission from the Board to move it to a different category.

Commissioner Bingham moved to approve the Grant Budget Revision regarding Grant ID-2016-009-00. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Cash Match Transfer/ID04-0030-00/Riverstone Transit Center/Grants Management Office

Ms. Leckvold said the Board had approved funding for Grant ID04-0030-00, stating GMO had already used \$18,000 and had approximately \$11,756 remaining that would not be used. She requested the Board approve the \$11,756 be set aside to use for the Riverstone Transit Center.

Commissioner Bingham moved to approve the match transfer for Grant ID 04-0030-00. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Notice to Proceed/Fairgrounds RV Park Phase 2/Stewart Contracting/Parks & Waterways

P&W Nick Snyder introduced Welch Comer Principal Phil Boyd; Mr. Boyd said that since the prior week, the Board had authorized the Contract with Stewart Contracting; the next step of the process was to authorize the Notice to Proceed.

Commissioner Bingham moved to accept and initiate the Notice to Proceed with Stewart Contracting for the Fairgrounds RV Park and for Chairman Pro Tem to sign the Notice. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Amendment No. 1/Change Order/Fairgrounds RV Project/Stewart Contracting/Parks & Waterways

Mr. Boyd said Amendment No. 1 eliminated surveying out of the contract with Stewart Contracting, as it was explained that Welch Comer could do the surveying cheaper than Stewart Contracting. He also said that the ADA spaces were paved, rather than having

been concrete. Mr. Boyd said the elimination of the two items had resulted in a \$74,000 reduction in Stewart Contracting's contract.

Commissioner Bingham moved to approve Amendment No. 1 with Stewart Contracting. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Amendment No. 1/Engineering/Fairgrounds RV Project/Welch Comer/Parks & Waterways

Mr. Boyd said Amendment No. 1 with Welch Comer was adding in the surveying that had been eliminated from Stewart Contracting, electrical engineering supplemental review, and landscaping, which resulted in an increase to their contract of \$35,182.

Commissioner Bingham moved to approve Amendment No. 1 with Welch Comer. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Mr. Boyd, Mr. Snyder, Fair General Manager Alexcia Jordan and Fair Board Chair Jerry Johnson exited the meeting at 2:22 p.m.

Land Lease Agreement/CDA Northwest, LLC/Airport

Airport Administrative Secretary Linda Leigh presented a new lease agreement for Coeur d'Alene Northwest, LLC, who would be constructing a 50x60 foot hangar, which provided 9625 square feet. She said they would be charged \$0.20 per square feet, totaling a \$1925 yearly increase in revenue.

Commissioner Bingham moved to approve the Land Lease Agreement with CDA Northwest, LLC and the Airport. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Ms. Leigh exited the meeting at 2:24 p.m.

Second Amendment/Emergency Operations Plan/Davis Logic dba All Hands Consulting/Grants Management Office/Office of Emergency Management

Ms. Bieze explained the Second Amendment to the Emergency Operations Plan was to request an extension of the performance period at no additional cost with an anticipated end time of July.

Commissioner Bingham moved to approve the Second Amendment to the Emergency Operations Plan. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Grant Award ID 2018-003-00/Transit

Ms. Leckvold said the Board approved the funding for the Transit Center and said it was part of FY16 5307 Funds, which had previously not been associated with a grant. She said the total match was \$80,342 with the grant total equaling \$321,367.

Commissioner Bingham moved to approve Grant ID 2018-003-00. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Grant Award 2018-004-00/Transit

Ms. Leckvold said the Board had approved this grant application for the funding of buses, fare equipment and radios and was part of the FY17 5307 Funds, totaling \$400,000 for buses, \$60,000 for radios and \$200,000 for cashless fare equipment. She said the cash match would be \$135,588.

Commissioner Bingham moved to accept the award for Grant ID 2018-004-00. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

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 Pro Tem Fillios adjourned the meeting at 2:41 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN PRO TEM

BY: _____
Ronnie Davisson, Deputy Clerk
