

**Minutes of Meeting**  
**Business Meeting**  
**June 1, 2021**  
**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 Solid Waste (SW) Director John (JP) Phillips, Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, Airport Director Steven Kjergaard, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Post Falls City Administrator Shelly Enderude and Post Falls Urban Renewal Agency Executive Director Diane Fountain. Ms. Riley and Mr. Kjergaard were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Solid Waste (SW) Director John Phillips led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**

**Minutes of Meetings:**

05/11/2021	Clerk FY22 Budget Review
05/13/2021	Human Resources: Personnel Changes
05/17/2021	Assessor FY22 Budget Request
05/17/2021	Commissioners' Status Update
05/17/2021	Treasurer FY22 Budget Review
05/18/2021	Coroner FY22 Budget Review
05/18/2021	Business Meeting
05/18/2021	North Idaho Fairgrounds FY22 Budget
05/25/2021	Request for Debt Forgiveness 2013-700 & 2013-985

**Board Actions:**

Canvass of Election: Consolidated Election/May 18, 2021  
Human Resources/Personnel Changes: New Temporary Plans Examiner Position/  
Community Development  
PAF/SCF Report: BOCC Review PP12 Week 1/Human Resources  
BOCC Signatures for Indigent Cases: 5/20/21 through 5/26/21

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 24, 2021 through May 28, 2021 in the amount of \$428,278.51, 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:**

**Public Hearing: Ordinance No. 566 Transfer of Powers within the Pleasantview Urban Renewal District/Civil Prosecuting Attorney**

Civil Deputy Prosecuting Attorney Pat Braden explained that the ordinance would allow the Post Falls Urban Renewal Agency to exercise jurisdiction within the identified proposed Pleasantview Urban Renewal District (URD). He noted this would allow the powers of the URD to be exercised prior to the date on which the properties were annexed into the City.

Chairman Fillios called for public testimony.

No public testimony was offered.

Commissioner Duncan moved that the Board end public testimony and enter into deliberations. 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.

Commissioner Duncan remarked that she had issues with URDs in general, but she acknowledged that Post Falls had handled them very well in the past.

Commissioner Brooks agreed with her statement.

Commissioner Duncan moved that the Board approve Ordinance No. 566, for the transfer of powers within the Pleasantview Urban Renewal District. 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.

**Bid Opening 2021-02/Kootenai County Marine Building/Detective Processing Addition/Board of Commissioners**

Commissioner Duncan reported that no bids had been received and that Cory Trapp, from Longwell Trapp Architects, had extended the deadline through June 15, 2021.

Chairman Fillios confirmed that no motion was required at this point.

**Contract/Wood Waste Recycling/Cannon Hill Industries/Solid Waste**

Solid Waste (SW) Director John (JP) Phillips requested the Board's approval of the contract for wood waste recycling with Cannon Hill Industries. He noted that the Board had approved the award of bid 2021-01 to that company. He explained this contract was for five years, with an option of two additional one-year terms. He said the initial term would be October 1, 2021 through September 30, 2026, with the price beginning at \$34 per ton and increasing a dollar per ton per year throughout the term.

Commissioner Brooks moved that the Board sign the contract for wood waste recycling for Solid Waste with Cannon Hill Industries. Commissioner Duncan 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.

**Third Amendment/Professional Services Agreement/CH2M Hill (Jacobs)/Solid Waste**

Mr. Phillips requested the Board's approval of the third Amendment to the professional services agreement with CH2M Hill (Jacobs), to include an update to the South Landfill Permitting and Life Cycle Analysis. He noted that the amendment had been approved by Civil Deputy Prosecuting Attorney Jamila Holmes. He said the amendment would add an estimated \$81,214 to the previously approved amount and that SW had the funds budgeted and approved for the work this fiscal year.

Commissioner Duncan moved that the Board approve the third amendment for the professional services agreement with CH2M Hill (Jacobs). 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. Phillips exited the meeting at 2:09 p.m.

**Financial and Federal Audit Contract Extension/Audit Engagement Letter/Eide Bailly/Auditor**

Deputy Finance Director Keith Taylor requested the Board's approval of the extension of the financial and federal audit contract with Eide Bailly.

Mr. Taylor explained this would retain Eide Bailly as the County's auditors for another two year period. He stated that they had been Kootenai County's auditors since 2016 and had done excellent work. He said the new contract would be for \$49,500 for FY2021's audit and the amount predicted for FY22 was \$51,500. He noted that, as a professional services contract, they were not required to seek competitive bids.

Commissioner Duncan moved that the Board approve the financial and federal audit contract extension with Eide Bailly. 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 Weapon/Badge/ID Card/Retirement of Deputy Caines/KCSO**

Chairman Fillios commented that although no KCSO representative was present the Board could still proceed with the motion.

Commissioner Brooks moved that the Board award the weapon, badge and ID card to Deputy Thomas Caines upon his retirement. Commissioner Duncan 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.

**Termination of Lease/AAL-2020-500/Ashley Construction/Airport**

**Ground Lease/AAL-2021-600/Black Rock Bay Vacations, LLC/Airport**

Airport Director Steven Kjergaard said that items seven and eight on the agenda could be handled together, since they related to the same property. He asked the Board to approve the termination of lease AAL-2020-500, with Ashley Construction and the new ground lease AAL-2021-600, with Black Rock Bay Vacations, LLC. He noted that the revenue would be \$3,203.20 per year.

Commissioner Duncan moved that the Board approve the termination of lease AAL-2020-500, Ashley Construction, and approve ground lease AAL-2021-600, Black Rock Bay Vacations, LLC. 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.

**Program Award Closeout/Department of Justice (DOJ)/Bureau of Justice Assistance (BJA)/Coronavirus Emergency Supplemental Funding (CESF)/Resource Management Office**

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's authorization to proceed with the closeout for the Department of Justice Coronavirus Emergency Supplemental Funding. She said the amount would be \$59,117.

Commissioner Brooks moved that the Board approve the program award closeout for the Department of Justice Bureau of Justice Assistance Coronavirus Emergency Supplemental Funding for the Resource Management Office. Commissioner Duncan 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.

**Resolution 2021-59/Approved Roster of Professional Consulting Service Providers/Resource Management Office**

Mr. Braden explained this item would continue the approved roster of professional consulting service providers that had originally been approved in December 2018. He remarked that it had been discovered to have expired in December 2020, so they included a retroactivity clause in the Resolution. He said this would continue the list with no changes and make it valid through December 31, 2022, unless the Board desired to make any changes before that date.

Commissioner Duncan moved that the Board approve Resolution 2021-59, for the Roster of Professional Consulting Service Providers. 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.

**Recap of May 27, 2021 Panhandle Health District Budget Meeting**

Chairman Fillios reported he had attended the May 27, 2021 Annual Budget Meeting for Panhandle Health District (PHD). He said from March 2022 through June 2022, the County's added piece would be \$267,000. He noted that if that amount were annualized, it would equal about \$840,000, almost doubling Kootenai County's contribution to PHD. He stated that there were not many changes to their budget, other than the need to hire two Environmental Technicians and the possibility of adding a couple other positions if necessary, based on the growth rate.

Chairman Fillios said the budget had been approved. He confirmed that no motion was required by the BOCC.

Commissioner Brooks commented that he had attended the normal monthly PHD meeting. He said that Director Lora Whalen announced her retirement.

**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 2:23 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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