

Minutes of Meeting
Commissioners' Status Update
June 15, 2020
11:00 a.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 Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Staff Accountant – Grants Julina Hildreth, Elections/County Assistance Manager Shelly Amos, Chief Deputy Treasurer Laurie Thomas, Buildings & Grounds (B&G) Operations Manager Greg Manley, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Pam Houser, North Idaho Fair General Manager Alexcia Jordan, Fair Board Member Linda Rider, Kootenai County 4-H Extension Educator Sharla Wilson and Contractor Shawn Riley. Commissioner Bill Brooks and Ms. Thomas were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion Item):**

Rich Houser Memorial

Commissioner Bill Brooks voiced his immediate support for the proposed memorial for Assessor Rich Houser.

Chief Deputy Treasurer Laurie Thomas explained that she had talked to Pam Houser and their children and the idea had been favorably received. She suggested a memorial garden be planted on the north side of the Administration Building. She said that it would probably cost between \$2,500 and \$3,000; the funds to be collected privately. She stated they would work with Buildings & Grounds (B&G) to plan the project.

Contractor Shawn Riley noted that a modification would need to be made to the sprinkler system because the area was not watered at this time.

Mrs. Houser said she really liked the idea. She commented that Rich had worked for the County for 30 years, over half his life.

Commissioner Duncan ensured ongoing maintenance would be covered by private funding as well and enthusiastic support was expressed for the plan by all in attendance.

Space Concerns at Elections Building

Commissioner Leslie Duncan commented that the mail-in election had brought into focus space needs of the Elections Office. She stated some possibilities were opening up now that that the Coroner was moving his office and the University of Idaho Extension office was going to the Fairgrounds.

Clerk Jim Brannon reminded the Commissioners that Elections was a mandated service. He said they were already short on space and the new social distancing requirements just made that more urgent. He remarked that there was no way they could train new workers in the current space; there just wasn't a room big enough.

Chairman Fillios stated he had spoken to University of Idaho Extension 4-H Educator Sharla Wilson last week about moving the Extension Office to the Fairgrounds. He said Ms. Wilson agreed.

North Idaho Fairgrounds General Manager Alexcia Jordan commented that there were some problems with moving the Extension Office immediately because the spaces considered had already been rented for the season. She said the Fair could not afford to lose the revenue, especially after the cancellations they had experienced caused by the pandemic.

Commissioner Duncan suggested that Ms. Wilson and Ms. Jordan discuss their different schedules and availability. She noted that there were some funds available for the project from the Board and asked them to come to a future meeting.

Clerk Brannon reported that the County would receive some reimbursement from the federal government for the presidential primary held in March, but its specific use had not yet been decided. He said that Elections would need to be in its new space by October 15, 2020, so they could prepare for the November election. He pointed out that the Extension's contract with the County expired September 30, 2020, so this was the ideal time to make changes.

Commissioner Duncan acknowledged that the needs of the Elections Office would have to be a priority, but the Board would do everything it could to accommodate everyone.

Pending Items Status Review (List attached)

Romer House

Chairman Fillios said the Board had met with Julienne Dance and other people from her committee last week. He reported that Commissioner Brooks had suggested the simplest approach would be for them to buy the building. Chairman Fillios noted that a unanimous vote of the Board would be required to lease the property and Commissioner Brooks has stated he will not agree to it.

Chairman Fillios noted that the property would have to be put up for public auction if it were offered for sale. He said he would follow up with Civil Deputy Prosecuting Attorney Pat Braden, who had been working on a draft of a facilities use agreement to cover the use of the yard for a fund raiser and making the interior available for potential donors to tour the building.

Chairman Fillios added that, should the building go to public auction, Commissioner Duncan had suggested including restrictions on the deed to protect the desired character of the neighborhood.

Mr. Riley stressed that the showings at the Romer Building needed to be for groups, not individuals, and needed to be scheduled well in advance.

Herd District Creation

Commissioner Brooks stated he has attempted to contact the man who brought this to the Board originally, but has not received any response.

Fire Station at Fairgrounds

Chairman Fillios reported that they were waiting for Legal to finish their work regarding placing a station for Kootenai Fire & Rescue on the Fairgrounds. He said he would follow up with Civil Deputy Prosecuting Attorney R. David Ferguson.

Campus Auction MOU

Chairman Fillios said he had not heard anything further regarding the MOU (Memorandum of Understanding) that would permit holding foreclosure auctions on the Administration Building campus.

Contractor Shawn Riley said he had not received any further contact from the person who had made the request initially.

Body Scanner

Commissioner Brooks reported that KCSO had found funds to purchase a body scanner but he did not know the source at this time.

Commissioner Duncan stated that KCSO had received two bids.

Finance Director Dena Darrow replied that the bids had come in through an RFQ (Request for Qualifications) and would be examined further.

Facilities Expansion

Commissioner Duncan said that the County had the opportunity to buy a building large enough to hold a couple of departments. She stated the County was seeking an appraisal of the building and planned to enter negotiations. She commented that this would not solve all their space needs, but would help.

Chairman Fillios remarked that the building in question was not being offered on the open market and was almost move-in ready.

Mr. Riley suggested that the Board consider hiring an architect and start the RFQ process for construction of the new building they were still planning.

PAC Airport Lease

Commissioner Duncan predicted that the Airport budget would be finalized in July and the Board could then consider the agreement with PAC (Panhandle Area Council).

D. 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 was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 11:30 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
