

**Minutes of Meeting**  
**Business Meeting**  
**June 16, 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 Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, Finance Director Dena Darrow, Office of Emergency Management (OEM) Director Tiffany Westbrook, Airport Director Steven Kjergaard, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Juvenile Diversion Supervisor Douglas Hall, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Manager Nancy Jones, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley. Ms. Westbrook, Mr. Riley, Mr. Kjergaard and Ms. 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:** BOCC Administrative Secretary Teri Johnston led the Pledge of Allegiance.

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

**Minutes of Meetings:**

- 05/26/2020 Business Meeting
- 05/27/2020 Health Insurance – Alliant FY21 Budget Review
- 06/08/2020 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.
- 06/09/2020 Executive Session §74-206(1)(c) to acquire interest in real property which is not owned by a public agency.
- 06/11/2020 Community Development Update

**Board Actions:**

- Assessor’s Adjustment to tax/valuation/AIN 244013 Maplewood Property Management
- Treasurer’s Monthly Report: May 2020
- Canvass of Election/May 19, 2020 Primary Election
- Hayden Area Regional Sewer Board (HARSB) Payment Request Approval Form/J-U-B Engineering
- Human Resources/Personnel Changes: Prosecutor Stipend Request;
- Performance/Equity Based Pay Increase/Juvenile Detention; Hiring Bonus/PC Network Specialist/Information Technology, IT Impact/Retirement
- PAF/SCF Report: BOCC Review PP13/week 1/Human Resources
- BOCC Signatures for Indigent Cases: 6/1/20 through 6/10/20

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 June 8, 2020 through June 12, 2020 in the amount of \$382,892.20, 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:**

**Professional Services Agreement/Development of After-Action Report/Welch Resources, LLC/Office of Emergency Management**

Office of Emergency Management (OEM) Director Tiffany Westbrook requested the Board's approval of a professional services agreement to develop an after-action report with Welch Resources, LLC. She explained this would provide a review of Kootenai County's response to the COVID-19 pandemic which would enable OEM to improve their processes in the future. She said the cost would be about \$3,300 and would be covered from the OEM grant.

Commissioner Duncan moved that the Board approve the professional services agreement for the development of the after-action report for the COVID-19 pandemic with Welch Resources LLC and the Office of Emergency Management, not to exceed \$5,000, with funding coming from overmatch funding from OEM's regular budget. 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.

**Mica Bay Boat Launch Seal Coat Agreement/Quality Maintenance, LLC/Parks & Waterways**

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval for the Mica Bay Boat Launch agreement for the seal coat on their parking lot in the amount of \$7,002.50. He noted that the amount had been included in their current budget.

Commissioner Brooks moved that the Board approve the Mica Bay Boat Launch seal coat agreement with Quality Maintenance, LLC in the amount of \$7,002.50. 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.

**SFY 21 Substance Abuse Block Grant (SABG) Award/Idaho Office of Drug Policy/Resource Management Office/Juvenile Diversion**

Juvenile Diversion Supervisor Douglas Hall requested the Board's approval to accept the SFY 21 Substance Abuse Block Grant award from the Idaho Office of Drug Policy.

Commissioner Duncan moved that the Board approve the State Fiscal Year 21 Substance Abuse Block Grant Award from the Idaho Office of Drug Policy with Juvenile Diversion. 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.

**Ratify/Idaho CARES Grant Offer 3-16-0010-049-2020/Airport**

Airport Director Steven Kjergaard asked the Board to ratify the Idaho CARES Grant Offer 3-16-0010-049-2020. He explained he needed Chairman Fillios to sign the grant, which was for \$69,000 from the FAA (Federal Aviation Administration).

Commissioner Brooks moved that the Board authorize Chairman Fillios to ratify the Idaho CARES Grant Offer 3-16-0010-049-2020 for the Airport, in the amount of \$69,000. 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.

- 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 2:07 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

\_\_\_\_\_