

**Minutes of Meeting
Commissioners' Debriefing
June 25, 2018
2:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios, and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Sheriff Ben Wolfinger, Chief Deputy Treasurer Laurie Thomas, Chief Deputy Assessor Rich Houser, Public Defender Anne Taylor, Administrative Supervisor Jamie Woods, Finance Director Dena Darrow, Staff Accountant Julina Hildreth, Buildings & Grounds (B&G) Director Shawn Riley, Assistant Manager Tom Reed, Parks & Waterways (P&W) Director Nick Snyder, Chief Bailiff/Jury Commissioner Pete Barnes, and Deputy Clerk Ronnie Davisson.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:31 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business-Action Items:**

Assign Parking Lot Spaces – New Lot

B&G Director Shawn Riley updated the Board on the progress of the Admin Parking Lot and asked for their parking space assignments. He said the parking lot should be completed around July 3 and would be available for use on July 5; however, it would be without lighting as Avista would not be able to install the lighting fixtures until the end of July. He suggested keeping the parking lot open until that time, closing the parking lot for one full day for lighting installation, and then opening it permanently. Mr. Riley then provided a copy of the parking lots plans and asked the Board where they would want assigned parking spots for Elected Officials, Law Enforcement, Public Defenders, and Judges. The Board discussed their options and then provided Mr. Riley with the spots to designate and for whom to designate.

Citizen Leslie Duncan entered the meeting at 2:35 p.m.

Evidence Storage Discussion

Mr. Riley and Chief Bailiff Pete Barnes discussed with the Board their intention to find a way to store evidence without spending approximately \$8000 to bag and tag all the currently stored evidence. He said there was currently a room set aside for nursing mothers that could be used to store evidence and would be of no cost to the County to convert. Additionally, the room did not have sprinklers or water pipes, making it safe to keep evidence unbagged without getting wet. Mr. Barnes added that it would only cost \$1200-\$1500 to bag and tag the remaining evidence that could not be stored in the new room rather than the \$8000. The Board was amenable to the request.

BOCC Administrative Supervisor Nancy Jones entered the meeting at 2:44 p.m.

Civil Deputy Prosecutor Pat Braden entered the meeting at 2:48 p.m.

Signature Authorization – Conservation District

Ms. Jones said during FY18 Budget Deliberations, the BOCC had budgeted \$4000 for the Kootenai/Shoshone Soil & Water Conservation District and they had sent the BOCC an invoice and a request for a letter of support signed by the Board. She said the letter should acknowledge that amount was budgeted for FY18 and requested the Board’s recommendation that Chairman Eberlein sign the letter.

Commissioner Chris Fillios moved to authorize Chairman Eberlein to sign the letter for Kootenai Shoshone Soil & Water Conservation District. Commissioner Bob Bingham seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Commissioner Fillios: Aye
Chairman Eberlein: Aye
The motion carried.

Public Defender Anne Taylor, Mr. Barnes, and B&G Assistant Manager Tom Reed exited the meeting at 2:50 p.m.

Ms. Jones exited the meeting at 2:51 p.m.

Vessel Account Appropriation Discussion

P&W Director Nick Snyder explained that they and the Sheriff’s Marine Division had a mutual understanding that they split the Vessel Account 50/50. He said that upon closely inspecting P&W’s portion of the Vessel Account, there could possibly be a potential \$28,000 shortfall of match dollars. Further, he said he had met with Sheriff Ben Wolfinger and discussed the Vessel Account and its Fund Balance. Mr. Snyder was requesting the Board’s approval to transfer up to \$30,000 from the Sheriff’s Vessel Account to P&W’s Vessel Account, should it be necessary. He said he hoped that the shortfall would not occur, but he wanted to be prepared.

Mr. Snyder said he would request to have it added to a future meeting for approval and Chairman Eberlein agreed.

Cataldo Properties Discussion

Mr. Snyder told the Board the County had inherited nine parcels through a plot mitigation, explaining FEMA had purchased the parcels under the agreement the parcels could never be built upon or sold. Further, he was unsure of what P&W/Noxious Weeds needed to do with the properties, as they are limited because the properties are located in a flood way. Mr. Snyder pointed out they were using revenue dollars to take care of the properties with no clear direction or any funding.

Mr. Braden said he believed the County could transfer the properties to another public entity; Mr. Snyder added there might be some interest from Idaho Fish & Game. Mr.

Snyder said he would be willing to reach out to other entities to see if there was any interest and the Board agreed to that suggestion.

Chief Deputy Treasurer Laurie Thomas said she and other individuals had been working on those properties and said they believed the properties should be labelled under the BOCC's purview, rather than P&W because of their limitations and potential mitigation.

Public Defender Grant Expenditure Proposal

Public Defender Administrative Supervisor Jamie Woods said there was \$25,000 remaining in their FY18 grant allocation and they had set it aside for security improvements. Mr. Riley said Public Defender wished to add an additional door with a keypad, which would allow them to secure the upstairs area, so that the upstairs could be converted to additional office space. Further, a keypad could be removed and a door added to help secure the rear area, which would in turn secure all areas of the building. Mr. Riley then explained it would allow more space to convert the current conference room into additional office space, which they hoped would help to accommodate their growing staffing needs. The Board was amenable to the request.

Mr. Riley exited the meeting at 3:08 p.m.

KCSO FY18 Budget Reallocation Options

Finance Director Dena Darrow said the Auditor's Office had researched the Sheriff's Office Budget to see if there were any extra monies to cover the shortfall. In doing so, it was found there was not any excess, so it had been discussed to take money from a position pool to help cover the shortfall. She said it would cover their shortfall approximately 80% and requested the Board's approval to move those monies to the appropriate areas. Commissioner Bingham asked how much money was being transferred and Sheriff Ben Wolfinger said it was approximately \$609,223. Ms. Darrow said the amount had been approved and audited and just required Board approval.

Commissioner Bingham moved to approve the transfer of approximately \$600,000 from their Personnel Budget to their Operating Budget to help cover the shortfall. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

- D. 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 Eberlein adjourned the meeting at 3:15 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
