

**Minutes of Meeting**  
**Business Meeting**  
**June 25, 2019**  
**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 Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, Staff Accountant – Grants Julina Hildreth, Staff Accountant – Budget Michelle Chiamonte, Court Services Director Marissa Garza, Court Services Manager Kally Young, Airport Director Steven Kjergaard, Sergeant John Brandel, Civil Deputy Prosecutor R. David Ferguson, Building & Grounds Administrative Secretary Kristi Koehn, BOCC Senior Business Analyst Nanci Plouffe, Administrative Secretary Teri Johnston and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** BOCC Senior Business Analyst Nanci Plouffe led the Pledge of Allegiance.

**C. Approval of Consent Calendar:**

**Minutes of Meetings:**

05/29/2019	FY2020 Preliminary Budget Review – Sheriff/Session 2
05/30/2019	FY2020 Preliminary Budget Review – Sheriff/Session 3
06/06/2019	Deliberations/MSP18-00013/McCarthyEstates/Community Development
06/11/2019	Business Meeting
06/11/2019	Parks & Waterways/Noxious Weeds
06/13/2019	Human Resources: Personnel Changes
06/17/2019	Commissioners’ Debriefing

**Board Actions:**

Civil Division/May 2019 Financial Report/KCSO  
PAF/SCF Report: BOCC Review PP13/Human Resources  
BOCC Signatures for Indigent Cases: 06/13/2019 through 06/19/2019  
Kennel License Renewals: Wilson; White/Deelaine; Lowell  
Noxious Weed Control Agreements/AIN No. 142760

Commissioner Leslie Duncan moved to approve the Consent Calendar as it appeared on the agenda. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks:	Aye
Commissioner Duncan:	Aye
Chairman Fillios:	Aye

The motion carried.

**D. Approval of Payables List (Action):**

Commissioner Duncan moved to accept the Payables List for the week of June 17 through June 21, 2019 in the amount of \$741,524.28 with \$1357.54 in jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**E. Changes to the Agenda (Action):** Commissioner Duncan said that item #2, Request to Transfer Funds/Vessel Account/KCSO could be pulled, as it was discussed at a prior meeting.

**F. Action Items:**

**Public Hearing: Resolution 2019-57/District Court Fees/Auditor**

Finance Director Dena Darrow explained that the Public Hearing was to officially adopt the \$12.50 fee to allow partial payments at District Court. She said that it had already been approved, but needed the Public Hearing to complete the process.

Commissioner Duncan moved to close public testimony and enter into deliberations. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

The Board entered into deliberations at 2:04 p.m.

The Board all agreed that the fee was a great idea.

The Board exited deliberations at 2:05 p.m.

Commissioner Duncan moved to approve Resolution 2019-57. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Request to Transfer Funds/Vessel Account/KCSO-PULLED**

**Addendum A/Variance to Lease/Vector Aviation/Airport**

Airport Director Steven Kjergaard presented a lease variance for Vector Aviation, which would allow them to operate a helicopter within 50 feet of their hangar.

Commissioner Duncan moved to approve Addendum A, a variance to the lease for Vector Aviation. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks:           Aye  
Commissioner Duncan:        Aye  
Chairman Fillios:             Aye

The motion carried.

**Change Orders 10; 12-14/Riverstone Transit Center/Resource Management Office**

Contractor Shawn Riley explained there were four change orders for the Riverstone Transit Center. The change orders consisted of excavating a swale, moving a bike rack, ADA modifications to a sink and modifications to a curb, which totaled \$7215. Mr. Riley then said the revised contract sum would be \$2,159,647 and would be completed on time and under budget.

Commissioner Duncan moved to approve change orders 10, 12-14 for the Riverstone Transit Center. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks:           Aye  
Commissioner Duncan:        Aye  
Chairman Fillios:             Aye

The motion carried.

**FY20 Law Enforcement Partnership for Success Law Enforcement Grant/Idaho Office of Drug Policy/KCSO/Resource Management Office**

Sergeant John Brandel requested approval of a grant award for \$76,578.26 from the Idaho Office of Drug Policy, which was designated for drug interdiction activities to interrupt drug flow of a target age range of 18-28. He said there was zero match requirement, it would cover overtime hours and would provide some training. Sergeant Brandel also pointed out the grant award was \$50,000 more than the year prior, which was the training component.

Commissioner Duncan moved to approve the FY20 Law Enforcement Partnership for Success Law Enforcement Grant. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks:           Aye  
Commissioner Duncan:        Aye  
Chairman Fillios:             Aye

The motion carried.

**Termination of Contract/ALSCO/Building & Grounds**

Building & Grounds (B&G) Administrative Secretary Kristi Koehn requested contract termination with ALSCO, stating that 90 days’ notice had to be given.

Commissioner Duncan moved to approve the termination of the contract with ALSCO and allow B&G Operations Manager Greg Manley to send the termination letter to ALSCO. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

The motion carried.

**Payment Request Approval Forms/HARSB WWTP Facility Upgrades 2013-2023/Board of Commissioners**

Commissioner Duncan explained that with the Board’s approval, HARSB would be able to pay the bills they had received out of HARSB’s budget.

Commissioner Duncan moved to approve the payment requests for HARSB and the WWTP Facility Upgrades. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye  
Commissioner Duncan: Aye  
Chairman Fillios: Aye

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.

**H. Adjourn:** Chairman Fillios adjourned the meeting at 2:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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