

Minutes of Meeting
Business Meeting
July 3, 2018
2:00 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 Public Defender Anne Taylor, Finance Director Dena Darrow, Staff Accountant Julina Hildreth, Human Resources (HR) Director Skye Mercer, Parks & Waterways (P&W) Director Nick Snyder, Airport Director Steven Kjergaard, Sergeant Kevin Smart, KCSO Records Supervisor Linda Mattos, Civil Deputy Prosecutor R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Financial Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson.

- A. **Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:03 p.m.

- B. **Pledge of Allegiance:** Airport Director Steven Kjergaard led the Pledge of Allegiance.

C. **Approval of Consent Calendar:**

Minutes of Meetings:

05/17/2018	Public Hearing/CUP17-0011/Wright/Community Development
05/30/2018	FY19 Budget Deliberations – Assessor Departments
06/11/2018	Land Use Discussion
06/11/2018	Community Development Update
06/12/2018	Public Defender
06/12/2018	H3 Pump Station
06/13/2018	Buildings & Grounds
06/14/2018	Deliberations/CUP17-0003/Timberline Adventures/Community Development
06/14/2018	Deliberations/CUP16-0007/Sun Up Bay Resort/Community Development
06/14/2018	Human Resources Personnel Changes
06/18/2018	Commissioners’ Debriefing
06/19/2018	University of Idaho Special Meeting
06/19/2018	Fair Board Update
06/19/2018	Sheriff’s Office
06/26/2018	Indigent Appeal 2108-62

Board Actions:

Request for Vacation of Right-of-Way/Ordinance 3612/Council Bill No. 18-1016/City of Coeur d’Alene
PAF/SCF Report: BOCC Review PP14/Human Resources
BOCC Signatures for Indigent Cases: 06/21/2018-06/27/2018
Notice to Eradicate and Control Noxious Weeds/Avista
Noxious Weed Control Agreements/Various Parcels

Commissioner Chris Fillios moved to approve the Consent Calendar as it appeared on the agenda. 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.

D. Approval of Payables List:

Commissioner Bingham moved to accept the Payables List for the week of June 25, 2018 through June 29, 2018, in the amount of \$463,622.24 with \$2953.38 in jury payments. 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.

E. Changes to the Agenda:

Commissioner Fillios moved to remove items number 3 and 4 from the agenda. Commissioner 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.

F. Action Items:

Determination of Bid 2018-06/Old Army Reserve Facility & Airport Shops/Airport

Mr. Kjergaard informed the Board that the bidder for the Old Army Reserve Facility was requesting a determination of acceptance on his submittal. He said the bidder would like his money returned if the Board would not accept his bid.

Commissioner Bingham moved to reject the submitted bid and return the funds. 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.

BOCC Administrative Supervisor Nancy Jones entered the meeting at 2:07 p.m.

Undersheriff Dan Mattos entered the meeting at 2:08 p.m.

Adopt Kootenai County Personnel Policy Manual/Resolution 2018-48/Human Resources

HR Director Skye Mercer requested adoption of the changes to the Personnel Policy Manual. She said the Use of County Website, Social Media, Vacation, Mail and Exit Interview Policies had all been updated. Commissioner Fillios inquired about the current Exit Interview Policy, asking if it would be possible for the County to make exit interviews mandatory for each employee. Civil Deputy Prosecutor informed him that the Board could not mandate other Elected Officials to perform exit interviews.

Commissioner Bingham moved to approve the adoption of the Kootenai County Personnel Policy Manual per Resolution 2018-48. 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.

Ms. Mercer, Mr. Kjergaard, and Undersheriff Dan Mattos exited the meeting at 2:19 p.m.

~~Grant Agreement BG18-1-28-1 / IDPR / Harrison Breakwater Replacement Phase I/ Parks & Waterways—Pulled~~

~~Grant Agreement/WW19-1-28-1/Waterways Improvement Fund (WIF)/Harrison Breakwater Phase I/Idaho State Parks/Parks & Waterways—Pulled~~

Allocation of Vessel Account Funds/Parks & Waterways

P&W Director Nick Snyder said he had sent a letter addressed to the Board from Sheriff Ben Wolfinger regarding the Sheriff's approval of allocating Vessel Funds from KCSO to P&W.

Commissioner Fillios moved to approve the Allocation of Vessel Account Funds. Commissioner 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.

Resolution 2018-54/Surplus Equipment/Hand Held GPS Unit/Parks & Waterways

Mr. Snyder requested to surplus a hand held GPS unit. He said the GPS was originally \$6000 when purchased new, but now they were able to utilize cell phone GPS, which was more affordable.

Commissioner Bingham moved to approve Resolution 2018-54. 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.

Resolution 2018-55/Surplus Equipment/Rittal Environmental Rack/Parks & Waterways

Mr. Snyder requested to surplus a server rack that could no longer be utilized.

Commissioner Fillios moved to approve Resolution 2018-55. Commissioner 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.

Mr. Snyder exited the meeting at 2:23 p.m.

Resolution 2018-57/Classify Records/KCSO

Resolution 2018-58/Destroy Records/KCSO

Sergeant Kevin Smart requested to classify and destroy three types of records: permanent, semi-permanent, and temporary.

Commissioner Bingham moved to approve Resolutions 2018-57 and 2018-58. 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.

Sergeant Smart exited the meeting at 2:25 p.m.

Settlement with Hobson/Board of Commissioners

Ms. Jones requested approval of a \$3200 settlement with a former employee.

Commissioner Fillios moved to approve the settlement with Ms. Hobson for \$3200. Commissioner 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.

Authorization to Join PILT Class Action Lawsuit/Board of Commissioners

Commissioner Bingham briefly explained the lawsuit and Finance Director Dena Darrow pointed out that if the lawsuit were to determine Kootenai County had been overpaid, the BOCC would be responsible for returning the overpayment. She said the Auditor's Office had no way of knowing how the money would be calculated, but just wanted the BOCC to know they would be responsible for the overpayment.

Commissioner Bingham moved to approve the authorization to join PILT class action lawsuit. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Commissioner Fillios: Aye
Chairman Eberlein: Nay

The motion carried.

Forest Service/State/County/Local Government Coordination/NFMA Section 6/Board of County Commissioners

Ms. Darrow said this was coordination with local governments to work with the US Forest Service to provide services.

Commissioner Bingham moved to approve the letter of support from the BOCC to the Forest Service. Chairman Eberlein seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Commissioner Fillios: Nay
Chairman Eberlein: Aye

The motion carried.

Authorization to Hire Outside Counsel/Public Defender/Board of County Commissioners

Public Defender Anne Taylor requested authority to hire outside counsel for a subpoena her office received. She explained that Prosecutor Barry McHugh agreed that the Prosecutor's Office should not be involved. Ms. Jones said there was \$13,700 in legal fees left in their Budget and suggested to use those funds for the request.

Commissioner Fillios moved to authorize the Public Defender's Office to hire outside counsel. Commissioner 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.

Resolution 2018-62/Concealed Weapons Background/Fingerprinting Fees/State of Idaho/KCSO

Records Supervisor Linda Mattos said the State of Idaho had dropped their fingerprinting fees and were able to eliminate the \$2.70 handling fee plus another \$5 for vendor fees.

Commissioner Bingham moved to approve Resolution 2018-62. 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.

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.

Chairman Eberlein adjourned the meeting at 2:36 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
