

Minutes of Meeting
Commissioners' Status Update
July 6, 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, Court Services Director Marissa Garza, Trial Court Administrator First Judicial District Karlene Behringer, Judge Rich Christensen, Chief Bailiff Pete Barnes, Human Resources (HR) Director Sylvia Proud, BOCC Communications Manager Nancy Jones, Senior Business Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley.

- A. **Call to Order:** Chairman Chris Fillios called the meeting to order at 11:00 a.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business (Discussion):**

Jury Selection Accommodations

Trial Court Administrator First Judicial District Karlene Behringer explained that beginning August 3, jury selections would resume and there had been difficulties finding the space for social distancing in the County courthouse. She said that she had been in contact with North Idaho College (NIC) to inquire about using the Schuler Performing Arts Center for the selection process and noted there would be a daily \$1400 rental fee. Ms. Behringer stated that she had requested NIC to waive that fee, but had not yet heard whether it would be granted. She said they had secured every Friday in August and most Fridays in September.

Ms. Behringer made an additional request for temporary data entry positions as there would be an influx of paperwork related to the selection process. Judge Rich Christensen said that they were trying to be as efficient as possible and try to get four juries picked at one time for the following week. Chief Bailiff Pete Barnes explained that the bailiff staff currently did most of the data entry. With all the bailiffs being involved in trials, he said he would need additional help, which was the reason behind the request for 2, possibly 3, full time temporary employees. Commissioner Duncan asked him to add it on the Human Resources or Business Meeting agenda for the following week so they could make a decision.

Attorney Center Request for Qualifications (RFQ)

Contractor Shawn Riley said that after he sent the RFQs for architectural services to the Board, there had been minor changes requested and asked whether the Board had any comments on the changes. He explained that he and Commissioner Duncan had discussed the deadline to receive RFQs, which they had decided would be 2:00 p.m. September 29, 2020 and a selection would be made by October 23, 2020. Mr. Riley said the selection

committee would consist of the Board and himself, along with anyone else the Board felt qualified. He said that he would forward the packets on to Legal for review as there were no questions.

State Property Tax Relief

Chairman Fillios asked Clerk Jim Brannon to address this topic.

Clerk Brannon explained there had been a conference call for County Clerks and Commissioners the previous week wherein a few questions had been clarified and other things had caused concern. He provided a brief overview, stating that if the Board chose to opt in, there would be no 3% tax increase that could be taken, they could not take forgone, but New Growth would be available to take. Clerk Brannon said that the reimbursements from the State would be sent the early part of December; however, any Urban Renewal Districts would receive their reimbursements first. He said that the biggest concern he had with the State's Property Tax Relief program was that the Treasury could request a refund from the State if they did not approve of the way the State was handling it, and if the State did not issue the refund, the County would be responsible. Further, the County would have to issue a forced levy on the taxpayers in order to cover the refund. Clerk Brannon pointed out that there still a lot of work to be done on the program and said that they should be cognizant of the fact that it may affect grants.

Commissioner Duncan said that she had three points to add: could the CARES Act funds be used to cover payroll expenses for public safety and public health personnel even if the expenses were included in the current year budget; does the US Treasury consider the plan to be a form of revenue replacement; and does the proposal meet US Treasury guidance. She said that since those questions had yet to be answered, a forced levy was a very real possibility. Commissioner Duncan said she did not want to do something that looked like it may benefit the taxpayers, but then have to implement a forced levy.

Clerk Brannon acknowledged that it was not an easy decision for the Board to make and said that they were working diligently to get answers to everything they could. Chairman Fillios asked whether they received the funds, if those funds could be placed directly into Fund Balance. Finance Director Dena Darrow pointed out that that level of guidance had been yet to be provided, but after speaking with Eide Bailly, the external auditors, Eide Bailly had expressed concerns there may be audit findings and that they were not comfortable with the guidelines. Ms. Darrow said the Board could still take a 0% tax increase and said she believed the Treasurer might also support not doing the tax relief because of the risk to the County and the taxpayers.

Pending Items Status Review List (List Attached)

Romer House – Mr. Riley provided an update on the Romer House and the potential conservatory. He explained that in an email from Julianne Dance, she had asked about a concert and future meetings, to which he pointed out that she could not randomly choose dates and that they were unaware if she even held liability insurance. Commissioner Duncan said Ms. Dance had yet to turn in a Facility Use Agreement.

Citizen Advisory Committee – Commissioner Bill Brooks said that there would be nothing to report on this topic until Board of Equalization (BOE) and the Budget had been completed.

Fire Station at Fairgrounds – Chairman Fillios said it was still pending review from Legal.

U of I Extension new home – Mr. Riley said he had met with Fairgrounds General Manager Alexcia Jordan and U of I Extension Educator Sharla Wilson last week and he said they wanted the County to build them a new building. Mr. Riley said he had told them that it would not be feasible at this time and suggested they find a place to rent. He had also advised them to make sure the landlord of the building would be responsible for the maintenance, mowing, and the snow removal. When they had decided, he suggested they add it to an upcoming BOCC meeting.

Body Scanner – Commissioner Brooks said that there was a meeting scheduled to discuss the body scanner purchase for KCSO.

Facilities Expansion – Commissioner Duncan said the appraisal would be completed by the end of July and the RFQ would go out at the end of August.

PAC Airport Lease – Commissioner Duncan said it would be discussed at the end of August.

- 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 were no public comments.

Chairman Fillios adjourned the meeting at 11:33 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
