

Minutes of Meeting
Business Meeting
July 13, 2021
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 Chief Deputy Treasurer Jill Smith, Human Resources Director Sylvia Proud, Airport Director Steven Kjergaard, County Assistance Manager Shelly Amos, Staff Accountant – Budget Michelle Chiamonte, Civil Deputy Prosecuting Attorney R. David Ferguson, Public Defender’s Office Client Services/Investigations Administrator Jennifer Jenquine, BOCC Communications Manager Nancy Jones, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Hayden Area Regional Sewer Board (HARSB) System Administrator Ken Windram and Kootenai County Residents David Kees, Eric Snowden and Jason Myers.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Chief Deputy Treasurer Jill Smith led the Pledge of Allegiance.

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

Minutes of Meetings:

- 06/29/2021 Business Meeting
- 07/02/2021 Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.
- 07/09/2021 Executive Session §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

Board Actions:

Hayden Area Regional Sewer Board (HARSB) Facility Upgrades 2013-2023/Payment Request Form/J-U-B Engineering; Panhandle Area Council, Inc.
Human Resources/Personnel Changes: Residential Appraiser 1 to Appraiser 2/Assessor; Salary Adjustment/HR Director; Grant Funded Position Requests/Resource Management Office; Request for Additional Personnel/District Court
PAF/SCF Report: BOCC Review PP15 Week 1/Human Resources

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 July 5, 2021 through July 9, 2021 in the amount of \$504,439.02, 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):

Commissioner Duncan asked that one AIN be removed from item twelve on the agenda, since they had just received a second bid for the parcel.

No objections were voiced.

F. Action Items:

Public Hearing: Resolution 2021-65/Sewer Connection and User Fees/Airport

Chief Deputy Clerk Jennifer Locke entered the meeting at 2:02 p.m.

Airport Director Steven Kjergaard explained why it had become necessary for the Airport to change Sewer Connection and User Fees. He said that the adjusted fees should allow them to pay for the system and put aside funds for future repairs or upgrades. He noted that the fees would be reviewed every five years, at a minimum.

Treasurer's Office Customer Service Technician II Mary Bidwell entered the meeting at 2:05 p.m.

Chairman Fillios called for public testimony but no one asked to speak.

Commissioner Duncan moved that the Board end public testimony and enter into deliberations. 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.

Mr. Kjergaard remarked that approximately 30 people would be affected in a noticeable way by the rate changes and that he had sent emails to inform them.

Commissioner Duncan moved that the Board approve Resolution 2021-65, for the Sewer Connection and User Fees update. 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.

Bid Opening 2021-03/Gulfstream Road and Utility Extension Project/Airport

Commissioner Duncan stated that one bid had been received for this project, from T. LaRiviere Equipment and Excavation, Inc. She read the details into the record.

Bid Schedule A, Water Extension	\$470,578
Bid Schedule B, Sewer Extension	\$149,210
Bid Schedule C, Gulf Stream Road	\$520,081
Bid Schedule D, Taxi Lane D1 Sewer Extension	<u>\$101,025</u>
Total Bid	\$1,240,849
Bid Schedule A1, Alternate Water Extension	367,106

Commissioner Duncan moved that the Board acknowledge receipt of the bid and send it to the Airport and Legal for review. 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.

Grant Amendment/AIP 3-16-0010-050-2020 Airport Perimeter Fence/Airport

Mr. Kjergaard informed the Board that the amendment to this grant was an increase to the amount provided of \$61,673. He said there was no additional cost to the County and the funds were for an automated gate in the perimeter fence.

Commissioner Brooks moved that the Board approve Grant Amendment AIP 3-16-0010-050-2020 for the Airport Perimeter Fence. 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.

Assessor Bela Kovacs entered the meeting at 2:10 p.m.

Termination of Lease/AAL-2020-700/Bendhanger, LLC/Airport

Ground Lease/AAL-2021-1500/Figueroa/Airport

Mr. Kjergaard indicated that these two agenda items could be handled together, since they involved the same property.

Chairman Fillios voiced his approval.

Mr. Kjergaard stated that Bendhanger, LLC had sold its hangar to Figueroa and the lease amount would be \$1,557.18 per year.

Commissioner Duncan moved that the Board approve the termination of lease AAL-2020-700, Bendhanger, LLC, and approve the ground lease AAL-2021-1500 with Figueroa. 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.

Collection Agreement/North Idaho Credit Corp (NIC)/County Assistance

County Assistance Manager Shelly Amos explained that the collection agency her department had used had informed her they were closing as of August 1, 2021. She said she had reviewed other agencies and felt that North Idaho Credit Corp was the best choice. She noted that their recovery rate was substantially higher than that of the prior company.

Commissioner Brooks moved that the Board approve the collection agreement with North Idaho Credit Corp (NIC) and County Assistance. 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.

Memo to Susan Buxton/Idaho Department of Parks & Recreation/Request for Assistance/Sale of Boats, OHV, Snowmobile Stickers/Assessor

Commissioner Duncan reminded those present that this item had been previously discussed in a Commissioners' Status Update meeting. She explained that Idaho Department of Parks & Recreation had asked that the Department of Motor Vehicles take back responsibility for the sale of boat, OHV (Off Highway Vehicle) and snowmobile stickers but that the Assessor had stated he did not have enough staff in the DMV to take the additional workload. She said that the Board had agreed to send a communication to Susan Bruxton asking for assistance.

Commissioner Duncan moved that the Board sign the memo to Susan Buxton, of the Idaho Department of Parks & Recreation, for the request for assistance for the sale of the stickers, as described. 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.

Request/Transfer of Funds/"A" Budget/Relocation to New Building/Public Defender

Public Defender's Office Client Services/Investigations Administrator Jennifer Jenquine asked the Board to approve their request to transfer funds from their "A" Budget to their "B" Budget cover expenses related to their relocation to a new building.

Commissioner Duncan stated that the costs were \$65,000 for the outside cabling to connect to the County network, \$10,000 for inside wiring and \$5,000 for moving expenses.

Commissioner Duncan moved that the Board approve the transfer of funds as requested from "A" Budget to "B" Budget to cover the relocation expenses in this fiscal year. 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.

Approval/Hayden Area Regional Sewer Board (HARSB) FY21-22 Budget/Board of Commissioners

Hayden Area Regional Sewer Board (HARSB) System Administrator Ken Windram presented their budget request for the BOCC. He remarked that they were predicting about a 1.68% increase from 2021 to 2022, mostly from chemicals, a 3% COLA (Cost of Living Increase) for their employees and an increase to the Replacement Budget Plan.

Commissioner Duncan moved that the Board approve the Hayden Area Regional Sewer Board FY21-22 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.

Mr. Windram exited the meeting at 2:20 p.m.

Resolution 2021-72/Adopt Kootenai County Personnel Policy Manual Revision/Human Resources

Human Resources (HR) Director Sylvia Proud requested the Board's approval of Resolution 2021-72, to adopt a revision to the Personnel Policy Manual. She noted the change was in Policy 930, related to expenditures.

Commissioner Brooks moved that the Board approve Resolution 2021-72, to adopt the Kootenai County Personnel Policy Manual Revision. 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.

Assessor Kovacs and Ms. Proud exited the meeting at 2:22 p.m.

Ordinance 568/Public Waters No Entry Zones/Avista/Board of Commissioners

Commissioner Duncan reminded those present this item had been previously discussed with representatives of Avista, who had provided proof of reckless behavior of people in dangerous and off-limits areas, and KCSO. She noted that the Sheriff's Office had expressed their support for the request. She added that the initial ticket would be counted as an infraction, with a cost of up to \$300.

Commissioner Duncan moved that the Board approve Ordinance 568, the Public Waters No Entry Zones, for Avista. 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.

Staff Accountant – Budget Michelle Chiaramonte exited the meeting at 2:24 p.m.

Tax Deed Bids/AIN Nos. 119379/134478/ ~~114586~~-Saunders/Myers

Commissioner Duncan reported that the Board had received two bids for each AIN. She stated she would open the bids for 119379 first.

- Kenneth Saunders III, Oregon \$1,650
- Bernadette and Jason Myers, Hayden \$4,000

She read the bids for the second AIN, 134478 into the record.

- Kenneth Saunders III, Oregon \$1,650
- Bernadette and Jason Myers, Hayden \$4,000

Commissioner Duncan moved that the Board acknowledge receipt of the bids and confer with the Treasurer's Office to determine a recommendation based on the amount of taxes owed on the two parcels. 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.

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 2:26 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
