

**Minutes of Meeting  
Commissioners' Debriefing  
July 22, 2019  
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 KCSO Undersheriff Dan Mattos, Human Resources (HR) Director Sylvia Proud, HR Generalist – Employee Relations Kimberley Buffin, Finance Director Dena Darrow, Senior Staff Accountant Melissa Merrifield, Park & Waterways (P&W)/Noxious Weeds Director Nick Snyder, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley and Kootenai County Residents Jim Stafford, Avis Stafford, Bob Stiger and Susan Stiger.

**A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:02 a.m.

**B. Changes to the Agenda (Action):**

Chairman Fillios noted that agenda item number four would be shifted to the end of the meeting so the last two items would both be related to Parks & Waterways.

Resource Management Office (RMO) Senior Program Manager Kimberli Riley entered the meeting at 11:03 a.m.

**C. Business:**

**Underground Jail Storage Tank Project Funding Source (Action)**

Contractor Shawn Riley reported that they were beginning to receive contracts for this project. He estimated that the total expense would be about \$250,000. He suggested that a funding source be identified at this point. He noted that \$10,000 had been previously approved for the concrete pad and \$49,000 for the electrician but no invoices had yet been paid.

Mr. Riley stated there was \$349,766 left in Fund 51 for the Jail Expansion Project that could be used; the Contingency Fund could also be used.

Finance Director Dena Darrow affirmed that the Board could use Justice Fund Contingency with a unanimous vote from the BOCC. She pointed out that any unused money in the Jail Expansion Fund would go back to the General Fund anyway.

Chairman Fillios said that ICRMP recommended such decisions be made in a Business Meeting and asked this recommendation be followed in the future. Commissioner Leslie Duncan stated that Legal had said it was appropriate this time, especially since no money was actually being spent today and it had been listed as an action item on the agenda.

Commissioner Duncan moved that the Board approve the money for the Underground Jail Storage Tank Project be drawn from the Jail Expansion Fund. 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.

#### **Human Resources Meetings – Monthly (Action)**

Commissioner Duncan suggested that the Human Resources Meetings be held bi-monthly instead of weekly. She commented that there did not seem to be a large enough volume of material to continue to hold them weekly. She suggested holding them on the second and fourth Mondays of each month. Commissioner Brooks said he had no objection.

Human Resources (HR) Director Sylvia Proud said she had no objection either; a special meeting could always be scheduled if something urgent came up.

Chairman Fillios noted that, since this was an administrative issue, no motion was needed.

#### **Wheelchair Lift Replacement in Courtroom 1 (Action)**

Mr. Riley reported that the State of Idaho had encumbered \$55,000 for the removal and replacement of the lift from Courtroom 1. He noted there would be some cost to the County also, as had been previously discussed. Mr. Riley suggested the County bring in its own Architect to look over the project; he predicted it would not cost very much and could be paid out of the restricted court funds. He pointed out that the person who was supposed to do the work had not yet even been to review the site. He predicted the cost to bring in the County's Architect would be about \$2,000.

All three Commissioners agreed with Mr. Riley.

#### **Budgeting for Electronic Signatures and Notarizations (Discussion)**

BOCC Communications Manager Nancy Jones reported that the County had budgeted funds for FY19 and FY20 to look at e-notarization of forms. She suggested this would be a much more streamlined and efficient way to handle documents. She explained the improved process would save staff time, paper and resources. Ms. Jones said e-notarization would cost \$1,000 and the e-signing capacity for each Commissioner's signature would be another \$1,000 each, for a total of \$4,000.

Ms. Jones stated that the chosen company had been selected because they were a government authorized entity; every document would be individually tracked and would have fraud protection.

Chairman Fillios asked how it would be paid. Ms. Jones said they already had \$1,000 from the FY19 Budget; they would need Board authorization for the additional \$3,000.

Commissioner Bill Brooks asked if this would affect the public's ability to request documents. Ms. Jones stated it would not. She added that, if this initial stage worked well, they would apply it in other areas to increase efficiency and savings.

All three Commissioners encouraged Ms. Jones to proceed.

#### **Use of Public Information Officer for Press Release and Public Statements (Discussion)**

Commissioner Brooks suggested that all BOCC departments consult Communications Manager Nancy Jones before talking to the press, to ensure a consistent message was provided. Ms. Jones said there had been times in the past when Commissioners had not been prepared for a story to be released to the press; this would allow her to make certain everyone affected was notified.

Chairman Fillios suggested that Ms. Jones draft a policy to that effect. There was general agreement.

#### **Harrison Breakwater BOCC Update (Discussion)**

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder provided the Commissioners with an update on the funding he had collected for the Harrison Breakwater Project. He explained he had assembled \$1,215,120 in grants, with a \$179,997 cash match from the County. He pointed out that the match dollars did not come from the General Fund; they came from vessel registration and boat launch fees. Mr. Snyder announced that they were ready to go to bid. He expressed his concern that the current construction climate and the new steel tariffs might cause an unanticipated increase in cost.

#### **7-16-19 Parks & Waterways Meeting Follow-Up (Discussion)**

Chairman Fillios reported that he and Commissioner Brooks had attended the Coeur d'Alene Lakeshore Property Owners Association meeting on Wednesday evening.

He said he hoped the issues raised would be resolved by the BOCC within the next few weeks. He stated he had written to the mayors of Post Falls and Coeur d'Alene asking for help to increase law enforcement presence. Chairman Fillios said Mr. Snyder would follow up with the mayors and their police chiefs.

Chairman Fillios said he had also communicated with KCSO Lieutenant Ryan Higgins and KCSO Sergeant William Klinkefus about finding a device that could measure wave height. He said he thought NOAA (National Oceanographic and Atmospheric Administration) might have access to something. He noted they had predicted to him that, if any existed, they would be very expensive.

Chairman Fillios commented that, if the increased enforcement efforts did not solve the problems, the next step would probably be to put harsher measures into effect next year.

KCSO Undersheriff Dan Mattos agreed that the critical measure of any ordinances would be whether they could be effectively enforced.

Commissioner Duncan pointed out that there were community groups willing to engage in boater education efforts. She said that getting some PSAs (Public Service Announcements) on television might help. She said she felt, however, that until they could have two boats on the Spokane River most of the time, it would not matter what ordinances they passed. Undersheriff Mattos agreed that a publicity campaign would help; he suggested they consider a joint press release well in advance of the boating season next year. Commissioner Duncan proposed that they begin building the PSAs for next year right away.

Commissioner Brooks voiced his support for beginning some educational efforts, as well as immediately stepping up enforcement and issuing tickets.

Undersheriff Mattos remarked that KCSO had some deputies who had begun their service in the Marine Division. He said that, if they were authorized to spend overtime dollars, KCSO could order people with the appropriate experience to serve on the river.

There was general approval expressed by all three Commissioners. Mr. Snyder added that there potentially was salary salvage available from the six unfilled Marine Deputy positions in the FY19 Budget, if the Board approved the expenditure.

Chairman Fillios encouraged Undersheriff Mattos and Mr. Snyder to work out a timetable and put this plan into effect as soon as possible.

Commissioner Brooks reported that he received a letter from a physician who stated he believed he had a right to do anything he wanted on the river, with regard to wakes, speed or towing. He said there was a picture of the person on Instagram captioned, "Love doing this. It's illegal." Commissioner Brooks commented that this was not the sort of person he was concerned with accommodating.

- 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.

Kootenai County Resident Bob Stiger, from River Friends 2019, encouraged the enforcement of obvious wake violations, saying that someone might not be able to judge between an eighteen-inch wake and a twenty-four inch one, but they could certainly spot a four foot wake and respond accordingly. He said he would support the effort to place qualified deputies into the vacant slots. Mr. Stiger also recommended that KCSO apply some consequences to people that lie on their job applications, since that had hampered their efforts to fill empty positions.

Kootenai County Resident Susan Stiger provided the Commissioners with a packet of information from her research into wake surfing that included pictures of various local boaters obviously violating wake height restrictions.

Kootenai County Resident Avis Stafford said she and her husband were also members of River Friends 2019. She said they would really like to see something happen this year. Ms. Stafford said she and the other two hundred and twenty-five members of the group would be glad to sit on their docks and take pictures to document violations, if it would make a difference for enforcement.

Chairman Fillios stated that the deputies were authorized to use judgement in determining violations in other areas and should be encouraged to do so on the river.

Undersheriff Mattos pointed out that enforcement did not automatically mean a ticket; improved compliance could result from a deputy pulling someone over and warning them.

Ms. Jones commented that Jeff at Coeur d'Alene TV might be able to do a spot on this issue as well. She asked if Mr. Snyder might help her to put together a two to three minute script discussing the major points. She said it might be a good idea to get the topic out on social media.

Commissioner Duncan also noted that the Board needed to take up Spirit Lake's recommendation about the proposed no wake zone so it could be covered in a public hearing. Mr. Snyder said that, if the Board decided to move forward with it, Civil Deputy Prosecuting Attorney Jamila Holmes should be consulted. Chairman Fillios agreed.

**E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 12:04 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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