

**Minutes of Meeting**  
**Business Meeting**  
**July 24, 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 Finance Director Dena Darrow, KCSO Captain Matthew Street, KCSO 911 Communications Services Manager Collin McRoy, KCSO 911 Communications Services Technician Alan Mallory, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, Buildings & Grounds (B&G) Director Shawn Riley, Information Technology (IT) Network Administrator Grant Kinsey, Juvenile Detention Training Supervisor/PREA (Prison Rape Elimination Act) Coordinator Eric Sheffield, Juvenile Detention Senior Records Clerk Brandi Bradley, Grants Management Office (GMO)/Transit Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present was Fair General Manager Alexcia Jordan.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** KCSO Captain Matthew Street led the Pledge of Allegiance.

**C. Approval of Consent Calendar:**

**Minutes of Meetings:**

7/3/2018	Business Meeting
7/9/2018	Commissioners' Debriefing
7/10/2018	City of Post Falls
7/10/2018	Business Meeting
7/11/2018	FY19 Budget Deliberations – Health Insurance
7/12/2018	Deliberations/Signing CUP18-0002/Newton Investments/Community Development
7/12/2018	Human Resources Personnel Changes
7/16/2018	Commissioners' Debriefing
7/17/2018	Indigent Appeal 2018-81
7/17/2018	Revisit – Lien Subordination Request 2007-1583
7/17/2018	Business Meeting

**Board Actions:**

Assessor's Adjustments to tax/valuation/AIN Nos. 309712; 107878  
Treasurer's Request for Adjustment to Solid Waste Fees/AIN Nos. 136456; 104748; 121097; 335026; 141461; 104659; 137657  
Treasurer's Monthly Report/June 2018  
PAF/SCF Report: BOCC Reviews PP15/Human Resources  
BOCC Signatures for Indigent Cases: 7/12/2018 through 7/18/2018  
Noxious Weed Control Agreement/AIN No. 162211

Airport Deputy Director Phil Cummings entered the meeting at 2:03 p.m.

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 Ginorio 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 July 16, 2018 through July 20, 2018 in the amount of \$855,154.53, with jury payments of \$1,369.90. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

**E. Changes to the Agenda:** There were no changes to the agenda.

**F. Action Items:**

Chief Deputy Treasurer Laurie Thomas entered the meeting at 2:04 p.m.

**Amendment/Change Order #2/Welch Comer/Stewart Contracting/RV  
Park/Fairgrounds/Parks & Waterways**

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder reminded the Board that they had discussed these changes to the Fairground's RV Park in last Monday's Commissioners' Debriefing. He said the changes were for a "blow off assembly" for \$1,820, a state plumbing permit fee for \$1,760, a sewer-lining sleeve for \$4,337.81, and there was a reduction in cost of \$12,640 to remove one ground box and use aluminum wire instead of copper wire.

Mr. Snyder reminded the Commissioners also that they had asked him to wait until close to the end of the project to connect to the City Sewer. He said they have reached that point and would like the Commissioners to authorize that connection. All three Commissioners agreed that he should proceed with the sewer connection. Chairman Eberlein inquired whether a separate motion should be made for this; Civil Deputy Prosecuting Attorney R. David Ferguson remarked that the item was not specifically listed on the agenda. Commissioner Bingham stated that he did not think a separate motion was needed, because the Commissioners had previously directed Mr. Snyder to "hold it off until last." He said that since that point had been reached, it should be fine for Mr. Snyder to proceed. Commissioner Fillios agreed and Chairman Eberlein did not object.

Commissioner Fillios moved that the Board approve the amendment for Change Order #2 between Welch Comer, Engineers and Stewart Contracting for the RV Park at the Fairgrounds, as sponsored by Parks and Waterways. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

Mr. Snyder, Fair General Manager Alexcia Jordan and Buildings & Grounds (B&G) Director Shawn Riley exited the meeting at 2:09 p.m.

**Grant Request/FY2019 Public Safety Answering Point (PSAP)/KCSO/911**

KCSO 911 Communications Services Manager Collin McRoy requested Board approval of the yearly PSAP (Public Safety Answering Point) grant request. Commissioner Fillios asked how much the grant was. Mr. McRoy said his department was requesting \$448,052.24. He explained that the FCC (Federal Communications Commission) could choose to fund the total amount, part of the amount, or deny the request.

Commissioner Bingham moved that the Board approve the grant request for FY19 from KCSO 911 to the Idaho Public Safety Communications Commission. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

**Memorandum of Understanding/700 MHz Radio System/Post Falls Police Department/KCSO/911**

Mr. McRoy explained that this item represents KCSO 911's standard 700 MHz System user MOU (Memorandum of Understanding) for an agency to access the Kootenai County services and the statewide system. Mr. McRoy stated the MOU would specify how much KCSO could bill the Post Falls Police Department and what their own responsibilities would be. Commissioner Bingham asked about the billing process. Mr. McRoy said his department bills annually for subscriber fees.

Commissioner Fillios moved that the Board approve the Memorandum of Understanding for the 700 MHz Radio System between KCSO 911 and Post Falls Police Department. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

**Road User Maintenance Agreement/Canfield Tower Access Road (USFS Road No. 1562 and 2342) US Forest Service/KCSO/911**

Mr. McRoy explained to the Board that the Canfield Tower Access Road is not maintained as a road by the US Forest Service; instead it is maintained by KCSO, Spectrum (formerly Time Warner Cable) and Idaho Public Television. He said these three groups participate in a maintenance agreement, sharing the cost. He stated that the agreement was last signed in 2015 and was due to be updated. He asked the Board to approve it.

Commissioner Bingham moved that the Board approve the Road User Maintenance Agreement between KCSO and the US Forest Service for the Canfield Tower Access Road. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

Mr. McRoy and KCSO 911 Communications Services Technician Alan Mallory exited the meeting at 2:14 p.m.

**Maintenance Agreement/Copier/H&H Business Systems/KCSO**

Information Technology (IT) Network Administrator Grant Kinsey offered to speak regarding this item, since no one from KCSO was present to cover it. He explained that this represented the standard contract that would be placed on a copier to take care of maintenance, paper and toner.

Commissioner Fillios moved that the Board approve the copier maintenance agreement with H & H Business Systems for KCSO. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

**Two (2) Memorandums of Understanding/Notice of Intent to Transfer AIP Entitlements/Buhl/St. Maries Airports/Airport**

Airport Deputy Director Phil Cummings requested Board approval for two Memorandums of Understanding. He explained that Buhl and St. Maries Airports each received AIP Entitlement funding but did not use it and the FAA (Federal Aviation Administration) had given permission for the funds to be transferred to the Kootenai County Airport. He said that approving the MOUs would complete the process. Mr. Cummings added that the \$300,000 would complete the reimbursement from the federal government for the property purchased from Meyers last year.

Commissioner Bingham moved that the Board approve the MOU notice of intent to transfer of AIP Entitlements from Buhl and St. Maries Airports to Kootenai County Airport. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

#### **Mutual Release and Settlement Agreement/CDA Golf LLC/Airport**

Mr. Cummings requested Board approval of a mutual release and settlement agreement between the Airport and CDA Golf LLC. He explained that CDA Golf LLC put in a very expensive, electrified, construction gate that was overlooked in a plan review. He said the Airport found they could not allow the placement of the gate and the other party threatened to sue, so the Airport offered to buy the gate. He stated the other party agreed and would release the County from any further litigation. He added that the Airport could re-use the gate.

Commissioner Fillios moved that the Board approve the mutual release and settlement agreement between CDA Golf LLC and the Airport. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

#### **Request for Use of Lottery Funds/New Camera System/Juvenile Detention**

Juvenile Detention Senior Records Clerk Brandi Bradley asked the Board to approve the use of lottery funds to pay for a new camera system for Juvenile Detention. She said the project cost would be about \$74,850.36 and would mitigate problems they are having with camera failures. Mr. Kinsey asked if the Board would authorize an immediate start to the project or if they would need to wait for the start of the new Fiscal Year.

Chairman Eberlein suggested that, since the camera problems could open the County to possible liability, they be encouraged to begin as soon as possible.

Commissioner Bingham moved that the Board approve the expenditure of lottery funds for a new camera system for Juvenile Detention. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Ms. Bradley and Juvenile Detention Training Supervisor/PREA Coordinator Eric Sheffield exited the meeting at 2:24 p.m.

**Agreement/Overtime Reimbursement/Avista/KCSO**

KCSO Captain Matthew Street requested Board approval of an agreement for overtime reimbursement from Avista for off duty officers to assist their workers in relation to a resident of Fourth of July Creek Road who has disrupted their work along the easement. He said the resident has given the Avista workers cause to be concerned for their safety. Captain Street explained that KCSO plans to try to contact the resident and resolve the issue first, but if that does not work, officers would be present to ensure the safety of everyone.

Commissioner Fillios moved that the Board approve the agreement for overtime reimbursement between Avista and KCSO. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

**Resolution 2018-67/Surplus Equipment/Treasurer**

Chief Deputy Treasurer Laurie Thomas requested the Board’s approval of Resolution 2018-67, to declare an HP LaserJet Printer surplus. She explained it is broken and is too old to be serviced.

Commissioner Bingham moved that the Board approve Resolution 2018-67. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio 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 2:27 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

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

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