

**Minutes of Meeting
Commissioners' Debriefing
August 6, 2018
2:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda item. Also present were Prosecutor Barry McHugh, Human Resources (HR) Director Skye Reynolds, Finance Director Dena Darrow, Building & Grounds (B&G) Director Shawn Riley, Airport Director Steven Kjergaard, Grants Management Office (GMO)/Transit Director Jody Bieze, Transit Maintenance Director Kelly Soske, BOCC Financial Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson. Chairman Marc Eberlein was excused.

- A. **Call to Order:** Chairman Pro Tem Chris Fillios called the meeting to order at 2:30 p.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business:**

Post Falls Veterans' Services Office Lease (Action)

B&G Director Shawn Riley informed the Board that he had spoken to Veterans' Services Officer Scott Thorsness regarding the possible office for lease. Mr. Riley confirmed that it was an actual office space, not a storage closet as it had been believed, and was the same square footage of the State-leased office space. He suggested the Board have Legal draft a lease proposal for the State to consider, while pointing out there was no cabling that would need to be completed and would be of no cost to the County. Chairman Pro Tem Fillios said he would get in touch with Mr. Thorsness to follow up.

Supplemental Agreement for Construction Management (Action)

GMO/Transit Director Jody Bieze said the agreement was for the Riverstone Transit Center project. She said that due to the size of the project, it was required to have construction management. Mr. Riley said Hill International was involved to run the construction part of the project and they would be responsible for reviewing the pay apps, reviewing the contractors schedules and other duties. He said the agreement also stated that he or Transit Maintenance Manager Kelly Soske would be on site every day for daily site visits and one or the other or both would represent the County and the Transit Center at all meetings. Mr. Riley said the anticipated completed construction date would be June 2019 and that the total cost would be \$108,040.

Elected Prosecuting Attorney Pay for FY2019 (Action)

Chairman Pro Tem Fillios said the issue had been discussed in February 2018 and it had been agreed to increase the salary for the Elected Prosecuting Attorney, Barry McHugh, effective October 1, 2018, the start of FY2019. Further, he stated an agreed upon amount was roughly \$113,000. HR Director Skye Reynolds said that she had been contacted by Chairman Pro Tem Fillios and had said the average salary for the Elected Prosecuting

Attorney in the five largest counties in Idaho was \$118,000. She said Canyon County tried to tie the Prosecutor salary to the District Court judge, noting that their Prosecutor makes \$128,500 yearly and had a comparable population size to Kootenai County.

Prosecutor Barry McHugh said that according to Idaho Statute, the Prosecutor ought to be paid for salary commiserate to their responsibilities in the Criminal Division. He said that criminal cases makes up about 75-80% of his time and said he felt the salary should reflect the responsibilities he tackles beyond what the County Public Defender does. He said he felt as though the salary level being discussed of \$113,000 to \$119,000 was much appreciated and appropriate. Finance Director Dena Darrow pointed out a salary increase for Prosecutor McHugh was appropriately budgeted for FY19. Commissioner Bob Bingham said that “the Elected Officials had requested a 3% salary increase for FY19, which had been denied”, but he was still amenable to an increase for Prosecutor McHugh. Chairman Pro Tem Fillios asked Commissioner Bingham if he was also amenable to the discussed \$113,000 figure.

Commissioner Bingham moved to approve an increase of Prosecutor McHugh’s salary to \$113,715 effective FY19. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

- Commissioner Bingham: Aye
- Chairman Pro Tem Fillios: Aye
- Chairman Eberlein: Excused

The motion carried.

Prosecutor McHugh, Ms. Bieze, Mr. Soske, and Ms. Mercer exited the meeting at 2:47 p.m.

Unitech Project Discussion (Action)

Airport Director Steven Kjergaard said he had received an email from Young Construction regarding a piece of property that Unitech currently leases. He said the lease was signed in 2016, and when the lease was originally signed, there was a lease waiver attached that offered various discounted rent for three years. Mr. Kjergaard said they were currently in the third year of the lease and the rent was discounted 25%, which raised concerns as it was below market rate.

Young Construction President John Young spoke to the parcels, stating he was asking the County to revisit the lease schedules and incentives because Unitech had requested to expand their manufacturing space and additional parking. The Board, Mr. Kjergaard and Mr. Young held a lengthy discussion regarding lease rates and possible expansions and asked Ms. Darrow to work with Mr. Kjergaard on the agreement. The Board also asked Mr. Kjergaard to work with Legal on drafting a different lease agreement for Unitech.

- D. 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 Pro Tem Fillios adjourned the meeting at 3:25 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN PRO TEM

BY: _____
Ronnie Davisson, Deputy Clerk
