

**Minutes of Meeting  
Business Meeting  
August 14, 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 Airport Director Steven Kjergaard, Grants Management Office (GMO)/Transit Director Jody Bieze, GMO/Transit Program Director Kimberli Riley, Transit Fleet Maintenance Manager Kelly Soske, Finance Director Dena Darrow, Staff Accountant Julina Hildreth, Community Development Director David Callahan, Juvenile Diversion Supervisor Douglas Hall, Juvenile Diversion Case Manager Kelly Balison-Hilliard, Kootenai County Surveyor Rodney Jones, KCSO 911 Communications Services Manager Collin McRoy, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Deputy Prosecuting Attorney Pat Braden, Office of Emergency Management (OEM) Administrative Assistant Rachel Irish, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Dave Kees from T. LaRiviere Equipment and Excavation, Brandon Hendewerk of Ginno Construction, Mark D'Agostino of Meridian Construction, Tim Benson from NNAC (National Native American Construction), Sarah Hall from Walker Construction, and Gary Tonto from Thorco, Inc.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:00 p.m.
  
- B. Pledge of Allegiance:** Community Development Director David Callahan led the Pledge of Allegiance.
  
- C. Consent Calendar (items to be approved listed below):**
  - Minutes of Meetings:**
    - 7/23/2018 Commissioners' Debriefing
    - 7/26/2018 FY19 Budget Discussion
    - 7/27/2018 FY19 Budget Discussion
    - 7/30/2018 Commissioners' Debriefing
    - 8/6/2018 Community Development Update
    - 8/7/2018 Indigent Appeal 2018-80
    - 8/7/2018 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:**
    - Assessor's Adjustment to Tax/Valuation/AIN Nos. 207787; 125964
    - Treasurer's Request for Adjustment to Solid Waste Fees/AIN 119670 School District #391
    - Treasurer's Monthly Settlements and Statements/July 2018
    - PAF/SCF Report: BOCC Review PP17/Human Resources
    - BOCC Signatures for Indigent Cases: 8/2/2018 through 8/8/2018

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 August 6, 2018 through August 10, 2018 in the amount of \$674,080.99, with jury payments of \$5,199.22. 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.

Grants Management Office (GMO)/Transit Director Jody Bieze left the meeting at 2:02 p.m.

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

**F. Action Items:**

**Public Hearing: Kootenai County Surveyor Fees for Plat Reviews/Resolution 2018-68/Community Development**

Community Development Director David Callahan explained that his department was present to support the County Surveyor, since his staff collects the fees on behalf of that office. He said that the fees had not been reviewed or changed since about 2004. He added that, in most cases, the fees would not now be increased. Mr. Callahan said that the primary change that was being implemented was a simplification of categories for the fees. In response to a previously stated question from Commissioner Bob Bingham, he said there is no additional preliminary subdivision fee for minor subdivisions. Commissioner Bingham asked for confirmation that the fee for a minor subdivision would be \$500, plus \$15 per lot, as the only cost. Mr. Callahan said this was correct; it was the only fee for plat review.

Chairman Eberlein opened the meeting to public comment. There were no public comments made.

Commissioner Chris Fillios moved that the Board close the public comment portion of the public hearing. 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.

Commissioner Bingham further inquired whether no distinction was made between a minor plat of four subdivisions or less and a larger one? County Surveyor Rodney Jones said that was correct. Chairman Eberlein inquired whether either of the other Commissioners felt it was necessary to enter into deliberations. Commissioner Bingham and Commissioner Fillios agreed that they did not.

Commissioner Chris Fillios moved that the Board approve Resolution 2018-68 pertaining to Kootenai County Surveyor fees for plat review. 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. Callahan and Mr. Jones exited the meeting at 2:07 p.m.

Ms. Bieze re-entered the meeting at 2:08 p.m.

**Bid Opening: Construction of the Riverstone Transit Center/Transit**

Civil Deputy Prosecuting Attorney R. David Ferguson presented Commissioner Fillios with five sealed envelopes containing bids for the construction of the Riverstone Transit Center. Commissioner Fillios opened the envelopes and read the information into the record.

Walker Construction, Spokane, WA

Base Bid	\$2,039,000
Alternative 1	\$14,904
(standing seam metal roofing)	
Alternative 2	\$37,572
(interval color sand wash concrete walks)	
Alternative 3	\$73,865
(vertical steel sunscreens)	
Alternative 4	\$14,808
(fabric wrapped ceiling suspended baffles)	
Air Tech Mechanical HVAC	\$81,800
ETCO Plumbing	\$50,295
Thorco Electric	\$221,000

NNAC, Coeur d'Alene, ID

Base Bid	\$2,093,300
Alternative 1	\$150,281
Alternative 2	\$71,153
Alternative 3	\$39,909
Alternative 4	\$19,775
Air Tech Mechanical HVAC	\$88,827
ETCO Plumbing	\$54,606
Thorco Electric	\$212,700

Ginno Construction, Coeur d'Alene, ID

Base Bid	\$2,400,000
Alternative 1	\$35,000
Alternative 2	\$75,000
Alternative 3	\$63,000
Alternative 4	\$17,000
Trademark Mechanical HVAC	\$125,000
ETCO Plumbing	\$47,000
Thorco Electrical	\$210,000

Meridian Construction and Development, Spokane Valley, WA

Base Bid	\$2,029,000
Alternative 1	\$39,000
Alternative 2	\$37,000
Alternative 3	\$60,000
Alternative 4	\$16,300
Air Tec Mechanical, HVAC	\$78,000
RL Jacobs Plumbing	\$46,000
Thorco Electrical	\$209,000

T LaRiviere Equipment & Excavation, Athol, ID

Base Bid	\$1,978,200
Alternative 1	\$30,680
Alternative 2	\$9,000
Alternative 3	\$76,000
Alternative 4	\$15,580
Air Tech Mechanical HVAC	\$82,000
RL Jacobs Plumbing	\$50,000
Thorco Electrical	\$220,000

Commissioner Bingham moved that the Board acknowledge receipt of the bids for the Riverstone Transit Center. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

The motion carried.

Buildings & Grounds Director Shawn Riley, Ms. Bieze, Transit Fleet Management Manager Kelly Soske, Mark D'Agostino from Meridian Construction, Dave Kees from T LaRiviere, Brandon Hendewerk from Ginno Construction, Tim Benson from NNAC, Sarah Hall from Walker Construction and Gary Tonto from Thorco, Inc. exited the meeting at 2:17 p.m.

**Agreement/Project Towards No Drug Use/Lakeland Joint School District #272/Juvenile Diversion**

Juvenile Diversion Case Worker Kelly Balison-Hilliard asked the Board's approval for renewal of a facility use agreement Juvenile Diversion has had with Lakeland Joint School District. She said they have maintained this agreement for twenty-two years and renewed it annually. She explained it allows her department to use the building after school hours for teaching a weekly drug and alcohol class throughout the year.

Commissioner Fillios moved that the Board approve the agreement of Project Towards No Drug Use between Kootenai County and Lakeland Joint School District #272. 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.

Ms. Balison-Hillard and Juvenile Diversion Supervisor Douglas Hall exited the meeting at 2:17 p.m.

**Lease Agreement/VanBatavia/Airport**

Airport Director Steven Kjergaard asked the Board to approve a new agreement for 9,788 square foot lease for \$1,957.60.

Commissioner Bingham moved that the Board approve lease agreement between VanBatavia and the 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.

**Termination of Lease/CDA Golf, Inc./Airport**

Mr. Kjergaard asked the Board to approve the termination of a lease between CDA Golf, Inc. and the Airport.

Commissioner Fillios moved that the Board approve the termination of lease between CDA Golf, Inc. 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.

**Lease Agreement/Jim Chamberlain Enterprises, LLC/Airport**

Mr. Kjergaard requested Board approval of a lease agreement for 19,954 square foot space at twenty cents per square foot, or \$3990 per year with Jim Chamberlain Enterprises, LLC.

Commissioner Bingham moved that the Board approve the lease agreement between the Airport and Jim Chamberlain Enterprises, LLC. 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. Kjergaard exited the meeting at 2:20 p.m.

**Memorandum of Understanding/700 MHz/Rathdrum Police Department/KCSO/911**

KCSO 911 Communications Services Manager Collin McRoy requested the Board's approval of a Memorandum of Understanding between KCSO and the Rathdrum Police Department for 700MHz radio access. He said that the Rathdrum Police were trying to place 700 MHz radios in most of their vehicles to improve communications. He explained that the Rathdrum Police Department would be billed for the subscriber fees.

Commissioner Fillios moved that the Board approve the Memorandum of Understanding for 700 MHz radios between KCSO 911 and the Rathdrum 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.

**Service Agreements/DIVCO HVAC/Canfield Mountain/Kilarney Mountain/Mason Butte/ Sheriff's Office/ 911 Center/KCSO 911**

Mr. McRoy requested the Board's approval of service agreements between KCSO and DIVCO HVAC for FY19, at an increase of 2.1% in cost.

Commissioner Bingham moved that the Board approve the service agreements with DIVCO HVAC for the 911 Center. 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-Grant Application/2018 State Homeland Security Program (SHSP)/Office of Emergency Management**

Office of Emergency Management (OEM) Administrative Assistant Rachel Irish requested the Board's approval for the Office of Emergency Management's E-Grant Application for the 2018 State Homeland Security Program funds. She said they had been approved for \$198,907 and had a list of projects ready.

Commissioner Fillios moved that the Board approve the E-Grant Application for the 2018 State Homeland Security Program by the Office of Emergency Management. 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.

**E-Grant Application/2018 Emergency Management Program Grant (EMPG)/Office of Emergency Management**

Ms. Irish requested the Board's approval for the 2018 Emergency Management Program Grant, which would be used to fund fifty percent of the salaries and office expenses of the OEM. She said the County would match with the other fifty percent.

Commissioner Bingham moved that the Board approve the E-Grant Application for the 2018 Emergency Management Program Grant. 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.

**ECHO User Access Forms/Grants Management Office**

Grants Management Office (GMO)/Transit Director Jody Bieze requested the Board's approval to change the ECHO User Access from a prior employee to the appropriate new employee in their office. She explained that the Board must approve the change forms.

Commissioner Fillios moved that the Board approve ECHO User Access form for the Grants Management Office in transferring from one former employee to a current employee. 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.

BOCC Administrative Supervisor Nancy Jones entered the meeting at 2:26 p.m.

**Public Defender Conflict Contract/Riadh/Board of Commissioners**

Ms. Jones explained that this contract was for a new conflict attorney who has been approved by the committee for categories B and C. She said the contract would be effective August 14, 2018 and run through September 30, 2019.

Commissioner Bingham moved that the Board approve the Public Defender Conflict Contract between the Public Defender's Office and Safa Riadh. 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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