

**Minutes of Meeting
Business Meeting
August 18, 2020
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 Laurie Thomas, Chief Deputy Clerk Jennifer Locke, Deputy Finance Director Keith Taylor, Staff Accountant – Budget Michelle Chiaramonte, Staff Accountant – Grants Julina Hildreth, County Assistance/Elections Manager Shelly Amos, KCSO Captain John Holecek, KCSO 911 Communications Services Manager Collin McRoy, Buildings & Grounds (B&G) Operations Manager Greg Manley, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney Darrin Murphey, BOCC Communications Manager Nancy Jones, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Mr. Murphey, Ms. Riley and Mr. McRoy were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** Chief Deputy Clerk Jennifer Locke led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

07/27/2020	Commissioners’ Status Update
08/03/2020	Solid Waste
08/04/2020	City of Post Falls
08/04/2020	Business Meeting
08/05/2020	Requests for Cancellation of Taxes
08/10/2020	Commissioners’ Status Update
08/11/2020	Indigent Appeal 2020-92
08/13/2020	Community Development Update

Board Actions:

Assessor’s Adjustment to tax/valuation/AIN Nos. 128045; 33573; 126472
Hayden Area Regional Sewer Board (HARSB)/Payment Request Approval Form/Aqua Engineering; J-U-B Engineering
PAF/SCF Report: BOCC Review PP17/Human Resources
BOCC Signatures for Indigent Cases: 8/6/20 through 8/12/20
Kennel License Application/Peacock; Renewal/Thomas

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 August 10, 2020 through August 14, 2020 in the amount of \$1,344,524.77, 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): There were no changes to the agenda.

F. Action Items:

Application for Federal Assistance/2020-H8568-ID-DJ/2020 Byrne Justice Assistance Grant (JAG)/Coeur d’Alene Police Department/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested that the Board ratify its previous approval of the application for 2020-H8568-ID-DJ, the 2020 Byrne Justice Assistance Grant. She explained there had been some errors made in the interlocal agreement with the Coeur d’Alene Police Department previously brought to the Board, which had now been corrected.

Commissioner Duncan moved that the Board authorize the Chairman to execute the application for federal assistance, Byrne Justice Assistance Grant which would be submitted by the Coeur d’Alene Police Department. 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.

Agreement/Inmate Housing/Idaho County/Jail/KCSO

KCSO Captain John Holecek reported that they had agreed to house an inmate for the Idaho County Sheriff’s Office in return for payment of \$102.91 per day. He explained that Idaho County would also pay all of the medical costs and the inmate’s transportation. He commented this was for a high-risk inmate who had medical needs which could only be managed in Spokane, WA.

Captain Holecek stated that the Jail currently had 314 inmates, but they were still trying to reduce that number by encouraging the state to pick up their inmates currently housed at the Kootenai County Jail.

Commissioner Brooks moved that the Board approve the agreement regarding inmate housing between KCSO and the Idaho County Sheriff's Office. 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.

Eide Bailly Audit/E911 Fund/KCSO/911

KCSO 911 Communications Services Manager Collin McRoy requested the Board's approval to send the engagement letter for the Eide Bailly audit of the E911 Fund. He explained that they would be auditing the budgets for FY2018 and FY2019. He noted that the cost would be \$12,000 and had been included in the FY2020 budget.

Commissioner Duncan moved that the Board authorize the Chairman to execute the Eide Bailly engagement letter for the audit. 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.

Approve Payment/RTU Project/CTC Electrical/Buildings & Grounds

Buildings and Grounds (B&G) Operations Manager Greg Manly reported that nine RTUs (Roof Top Units) had been replaced at the Jail, paid for from the 5 Year Plan. He noted there had been some additional expense to replace some old wiring.

Commissioner Duncan requested clarification of the charges described. Mr. Manley said that there had been a charge of \$13,080 from ATS Inland Northwest and \$12,364.77 from CTC Electrical.

Civil Deputy Prosecuting Attorney Darrin Murphey suggested that the Board proceed to approve the item today as written, but ratify the payment to ATS Inland Northwest in next week's Business Meeting. He said that it could be placed on the consent calendar.

Commissioner Duncan moved that the Board approve the payment for the RTU Project at the Jail with CTC Electrical, in the amount of \$12,364.77 and, for the same project, with ATS Inland Northwest for \$13,080. 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.

Approve/Use of K & H Integrated Printing Solutions Mailing Services/Absentee Ballots/Elections

Chief Deputy Clerk Jennifer Locke expressed her appreciation for the efforts of RMO Director Jody Bieze and Staff Accountant – Grants Julina Hildreth for their efforts in support of this plan.

Ms. Locke stated that she had consulted with Ada County and Canyon County about how they had done their absentee ballots in May. She said they had used K & H Integrated Printing Solutions Mailing Services and felt it had been very successful. She remarked there had been a 100% accuracy rate.

She asked the Board to approve the use of this company for Kootenai County’s absentee ballots in the upcoming election.

Ms. Hildreth noted that use of this service would actually save the County as much as \$18,000.

Commissioner Brooks moved that the Board approve the use of K & H Integrated Printing Solutions Mailing Services for absentee ballots for Elections, not to exceed \$81,682. 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.

Memorandum of Understanding/Rich Houser Memorial/Houser Family/Kootenai County

Chief Deputy Treasurer Laurie Thomas requested the Board’s approval for a memorandum of understanding (MOU) regarding the Rich Houser Memorial. She explained the MOU had been drafted by Legal and outlined the responsibilities the Houser family had agreed to take on regarding taking care of the Rich Houser Memorial for the next twenty years.

Commissioner Duncan moved that the Board approve the memorandum of understanding for the Rich Houser Memorial with the Houser family. 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.

Ms. Hildreth noted that at least 90% of the \$81,000 for the absentee ballot mailing would be coming from CARES funding. She estimated that about \$7,000, at the most, would be coming from the Elections Budget.

- H. Adjournment (Action):** Chairman Fillios adjourned the meeting at 2:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
