

Minutes of Meeting
Business Meeting
August 27, 2019
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 Public Defender Anne Taylor, Airport Director Steven Kjergaard, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, Finance Director Dena Darrow, Senior Staff Accountant Mel Merrifield, Staff Accountant – Fixed Assets Isaac Ohm, Staff Accountant – Budget Michelle Chiaramonte, Staff Accountant – Grants Julina Hildreth, Solid Waste Director Cathy Mayer, Principal Planner Laureen Chaffin, KCSO Lieutenant Scott Maxwell, Accounting Technician Bridget Gernns, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Office of Emergency Management (OEM) Preparedness Coordinator Tiffany Westbrook, Civil Deputy Prosecutor R. David Ferguson, Civil Legal Assistant Barb Nyquist, Human Resources (HR) Generalist – Risk Management Cecilia Sweet, Building & Grounds (B&G) Administrative Secretary Kristi Koehn, BOCC Communications Manager Nancy Jones, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley and ICRMP Representative John Goedde.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:02 p.m.
- B. Pledge of Allegiance:** P&W/Noxious Weeds Director Nick Snyder led the Pledge of Allegiance.
- C. Approval of Consent Calendar:**
Minutes of Meetings:

07/25/2019	Public Hearing ZON19-0004/Ordinance No. 542/Branon/Community Development
07/31/2019	Wage Study
08/02/2019	Final Balanced Budget Presentation
08/08/2019	Community Development Update
08/13/2019	Business Meeting
08/14/2019	Requests for Cancellation of Taxes
08/15/2019	Community Development Update
08/20/2019	Kootenai County Public Transportation Meeting

Board Actions:

Hayden Area Regional Sewer Board (HARSB) Payment Request Approval Form/JUB Engineering
Hayden Area Regional Sewer Board (HARSB) Payment Request Approval Form/Aqua Engineering
PAF/SCF Report: BOCC Review PP18/Human Resources
BOCC Signatures for Indigent Cases: 08/15/2019 through 08/21/2019

Commissioner Leslie Duncan moved to approve the Consent Calendar as it appeared on the agenda. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

D. Approval of Payables List:

Commissioner Duncan moved to accept the Payables List for the week August 19 through August 23, 2019 with \$443,441.19 and \$978.36 in jury panel payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

E. Changes to the Agenda: OEM Preparedness Coordinator Tiffany Westbrook requested the Board add two additional items to the agenda, as they were time sensitive.

Commissioner Duncan moved to add the two requested items, Contract/Coyote Country/Preparedness PSA's/Office of Emergency Management and Contract/Regal Cinema's/Preparedness PSA's/Office of Emergency Management, to the agenda due to the time sensitivity. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

F. New Business:

Public Hearing: Proposed Fee Changes/Resolution 2019-74/Solid Waste

Solid Waste Director Cathy Mayer explained that due to multiple years of strong revenues and efficiencies in their office, Solid Waste would be lowering their rates. The rates would now be \$88 yearly for the residents (decreased from \$93) and the gate fee for commercial haulers would be decreased from \$67.70 to \$65. She said Solid Waste was looking forward to the money going back to the taxpayers in Kootenai County.

Commissioner Duncan moved to close the public hearing and enter into deliberations. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

There was no discussion relevant to deliberations.

Commissioner Duncan moved to approve the proposed fee changes listed in Resolution 2019-74. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

2019-2020 Idaho Counties Risk Management Program (ICRMP) Insurance Policy Renewal/Human Resources

HR Generalist – Compliance Cecilia Sweet presented the policy renewal for 2019-2020 with ICRMP for approval. She explained that there was a slight increase to the premium of 2%, which was approximately \$14,811 due to the increase in the number of employees and the increase of property values.

Commissioner Duncan moved to approve the policy renewal and to issue two payments of \$377,696.50, one in October and one in April, for a total of \$755,393. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Ms. Mayer, Principal Planner Lauren Chaffin, and Operations Manager JP Phillips exited the meeting at 2:09 p.m.

Letter of Agreement/Recreation Improvement Funding/Avista Contract/Parks & Waterways

Chairman Fillios said that Avista had donated \$60,000 to the purchase of 20 heavy-duty buoys on the Spokane River. Mr. Snyder assured the project would be completed upon the start of next boating season.

Commissioner Duncan moved to approve the letter of agreement between Avista and Parks & Waterways for recreation improvement funding. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

FY20 Indigent Defense Grant Award/Public Defender

Public Defender Anne Taylor requested approval of the FY20 Indigent Defense Grant for a total amount of \$1,571,567.87. She explained the Public Defense Commission had performed a workload study and upon the results, suggested that the grant award be

used to hire new positions to accommodate the caseload standards the PDC required. She said that the PDC was suggesting she hire 8.5 lawyers and 4.5 support staff members.

Commissioner Duncan moved to approve the FY20 Indigent Defense Grant Award. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Agreement/Kootenai School District #274/School Resource Officer/KCSO

Lieutenant Scott Maxwell requested approval of an agreement between KCSO and Kootenai School District for a School Resource Officer. He said the position would be split between the vessel funds (30%) and the school district (70%).

Commissioner Duncan moved to approve the agreement for a school resource officer between KCSO and Kootenai School District. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Consent to Sublease/Olson/Aero Spray dba Dauntless Air/Airport

Airport Director Steven Kjergaard requested approval of a consent to sublease a hangar.

Commissioner Duncan moved to approve the consent to sublease. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Contract/Admin & Elections Parking Lots/LaRiviere Inc./Riley/Board of Commissioners

Contractor Shawn Riley requested approval of the contract with LaRiviere Inc. for paving of the Admin & Elections parking lots. He requested that with this approval, construction would begin on both lots on September 9, 2019, substantial completion within 50 days, and final completion no later than October 31, 2019 and that it would add 16 spots at Elections and 11 at the Admin building. Commissioner Brooks said that he was against both lots being paved at the same time, because he was against the Admin paving and in favor of the Elections paving.

Commissioner Duncan moved to approve the contract with LaRiviere Inc. \$302,233 for the Admin lot and \$211,234. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Nay
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Service Agreement/A&W Cleaning/Building & Grounds

B&G Administrative Secretary Kristi Koehn presented a three-year service agreement with A&W Cleaning for window cleaning and pressure washing. She said the reason for the agreement was that it would be less costly than B&G having to rent the equipment and provide them more time to complete projects.

Commissioner Duncan moved to approve the service agreement with A&W Cleaning. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Agreement/Verizon Wireless Service Accounts/SDS Wireless Consulting, LLC/Board of Commissioners

BOCC Communications Manager Nancy Jones presented an agreement with SDS Wireless Consulting, LLC and explained that the BOCC staff over the past two years had been trying to decrease the Verizon Wireless bills across the County, as they believed there to be significant savings. Further, without certain accessibility to Verizon's account setups, the savings were proving difficult to realize. She said that SDS Wireless was a company that specialized in that type of service and by signing the contract; it would allow SDS Wireless to amend the County's accounts. The contract also stated that SDS Wireless would keep 45% of the savings that had been realized and was 24 months overall with a 12 month renewal option.

Commissioner Duncan moved to approve the agreement. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Appointment/Peletski/Waterways Advisory Board

Ms. Jones pointed out that the term in which Mr. Peletski was being appointed would end the year following, which would give the Board the option to reappoint him.

Commissioner Duncan moved to approve the appointment of Mr. Peletski to the Waterways Advisory Board. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Contract/Coyote Country/Preparedness PSA's/Office of Emergency Management
Contract/Regal Cinemas/Preparedness PSA's/Office of Emergency Management

OEM Preparedness Coordinator Tiffany Westbrook presented a contract with Coyote Country and Regal Cinemas to the Board for their approval. She explained that the contracts were to publish public service announcements informing the public that September was National Preparedness Month. Coyote Country was \$900 and Regal Cinemas was \$1011.43, which would be paid out of SHSP grant funds.

Commissioner Duncan moved to approve the contracts. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Resolution 2019-71/Surplus Equipment/Public Defender

Ms. Taylor requested approval to surplus a copier that had become non-functional.

Commissioner Duncan moved to approve Resolution 2019-71. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Resolution 2019-72/Surplus Equipment/Asset Deletion/KCSO

KCSO Accounting Technician Bridget Gernns said that she had completed an audit of KCSO's inventory, which resulted in her finding a significant amount of assets under \$5000. She requested approval to delete those assets as they were obsolete, fully depreciated, or did not meet the criteria of capital assets.

Commissioner Duncan moved to approve Resolution 2019-72. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: 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 Fillios adjourned the meeting at 2:30 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
