

**Minutes of Meeting
Business Meeting
September 3, 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 Human Resources (HR) Director Sylvia Proud, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, Office of Emergency Management (OEM) Preparedness Coordinator Tiffany Westbrook, BOCC Administrative Supervisor Leighanna Keiser, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Staff Accountant – Budget Michelle Chiaramonte led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

08/01/2019	Public Hearing/VAC18-0001/McGuire Estates/Community Development
08/19/2019	Commissioners’ Debriefing
08/20/2019	Business Meeting
08/22/2019	Human Resources: Personnel Changes
08/22/2019	Congressman Russ Fulcher
08/27/2019	Executive Session §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.

Board Actions:

Assessor’s Adjustment to Tax/Valuation/AIN 258773/Sanborn
Proposal of Minimum Bid/Tax Deed Parcels/Treasurer
Treasurer’s Monthly Report/July 2019
Requests for L-2 Extensions/Coeur d’Alene School District #271; Lakeland School District #272; Post Falls School District #273; Plummer-Worley School District #44/City of Harrison/Auditor
Nomination to Kootenai County Local Emergency Planning Committee (LEPC)/Wantanabe
PAF/SCF Report: BOCC Review PP18/Human Resources
BOCC Signatures for Indigent Cases: 8/22/19 through 8/28/19

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 26, 2019 through August 30, 2019 in the amount of \$282,144.64, 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:

Proclamation: Kootenai County Preparedness Month/Office of Emergency Management

Office of Emergency Management (OEM) Preparedness Coordinator Tiffany Westbrook requested the Board's approval of a proclamation naming September as Preparedness Month in Kootenai County. She added that this was part of a national initiative.

Commissioner Duncan moved that the Board approve the proclamation stating Kootenai County recognized Preparedness Month. 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.

Public Defender Conflict Contract/Riffle/Board of Commissioners

BOCC Administrative Supervisor Leighanna Keiser requested the Board's approval of a new Public Defender conflict attorney contract with Courtney Gillihan Riffle, to run from September 3, 2019 through September 30, 2020.

Commissioner Duncan moved that the Board approve the conflict attorney contract for the Public Defender. 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.

Public Defender Conflict Contract/Nass/Board of Commissioners

Ms. Keiser requested the Board's approval of the renewal of the Public Defender conflict attorney contract with Scot Nass, to run from October 1, 2019 through September 30, 2020. She noted that the rate charged was the same.

Commissioner Duncan moved that the Board approve conflict contract with Scot Nass. 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.

Renewal/CASA Contract/Moss/Board of Commissioners

Ms. Keiser requested the Board's approval of the renewal of the CASA (Court Appointed Special Advocates) contract with Alycia T. Moss. She noted that the contract would run from October 1, 2019 through September 30, 2020, with the rate increased to \$100,000. Ms. Keiser added that Ms. Moss's alternate had been changed to Attorney Jonathan Meier.

Commissioner Duncan moved that the Board approve the renewal and changes in the CASA contract with Ms. Moss. 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.

Request for Annexation/Multiple Parcels/East Side Fire District

Civil Deputy Prosecuting Attorney R. David Ferguson requested the Board's approval for annexation of a list of properties to the East Side Fire District. He stated that all requirements for this had been met and the requests had been approved by East Side Fire District.

Commissioner Duncan moved that the Board approve request for annexation for Pines Partners LLC, Laurie & Vancil A. Lamont, Driftwood Terrace Property Owners Association, Inc. for two properties, Terry Absec, Kirk McDonald, Ken & Rena Pearson, Donald Hand and Dianne Henrickson. 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.

Resolution 2019-73/Adopt FY2020 Budget/Auditor

Finance Director Dena Darrow requested the Board to approve Resolution 2019-73, to adopt the FY2020 Budget, as approved in the public meeting Thursday, August 29, 2019.

Commissioner Duncan moved that the Board approve Resolution 2019-73 to adopt the FY2020 Budget. 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.

Resolution 2019-76/Classify Records/Human Resources

Resolution 2019-77/Destroy Records/Human Resources

Chairman Fillios suggested that items seven and eight of the agenda be handled as one item. There was general approval.

Human Resources (HR) Director Sylvia Proud requested the Board's approval of Resolution 2019-76 and Resolution 2019-77, to classify and destroy records of persons whose employment the County ended in the years 2013, 2014 and 2015. She explained the records were I9 forms, and the requested action was based on guidelines from the Department of U.S. Citizenship and Immigration Services.

Commissioner Duncan moved that the Board approve Resolution 2019-76 and Resolution 2019-77, to classify and destroy records. 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. There were no public comments.

H. Adjournment (Action): Chairman Fillios adjourned the meeting at 2:08 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____

Tina Ginorio, Deputy Clerk