

**Minutes of Meeting
Business Meeting
September 15, 2020
2:00 p.m.**

The Kootenai County Board of Commissioners: Chair Pro Tem Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were KCSO Captains Kim Edmondson and Stuart Miller, KCSO Lieutenant Kyle Hutchison, Juvenile Probation Director Debra Nadeau, Solid Waste (SW) Director Cathy Mayer, SW Operations Manager John Phillips, Court Services Director Marissa Garza, Court Services Manager Kally Young, Finance Director Dena Darrow, Kootenai County District Court Judge Rich Christensen, First Judicial District Trial Court Administrator Karlene Behringer, Trial Court Administrative Assistant Jamie Robb, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Manager Nancy Jones, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley, Kootenai County Residents Murdo Cameron, Jim Walsh, John Huckabay and Rod Forsebery and Coeur d'Alene Press Reporter Madison Hardy. Lieutenant Hutchison and Ms. Riley were present via teleconference. Chairman Chris Fillios was excused.

A. Call to Order: Chair Pro Tem Leslie Duncan called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance: Contractor Shawn Riley led the Pledge of Allegiance.

C. Consent Calendar (items to be approved listed below):

Minutes of Meetings:

09/01/2020 Business Meeting

Board Actions:

Assessor's Adjustment to tax/valuation: AIN 310013/Jamison
Treasurer's Request for adjustment of Solid Waste fees: AIN Nos. 117647/Gribi;
124188/Clairmont; 104057/TAKU Construction
Renewal fee/Petroleum Storage Tank Fund/Human Resources
Request for Extension/Twin Lakes Flood Control District No. 17/Auditor
Human Resources/Personnel Changes: Staff Pay Changes/2021; Lateral Bonus
Agreements/KCSO; Request for Bonuses/Request to Convert Positions/Parks &
Waterways; One-time Bonus/KCSO; Deputy Bonus/Keene/Coroner
PAF/SCF Report: BOCC Review PP19/Week 2/Human Resources
BOCC Signatures for Indigent Cases: 9/3/20 through 9/9/20
Ballot Order/November 3, 2020 General Election/Auditor

Commissioner Bill Brooks moved that the Board approve the Consent Calendar as it appeared on the agenda. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused
The motion carried.

D. Payables List (Action):

Commissioner Brooks moved that the Board accept the Payables List for the week of September 7, 2020 through September 11, 2020 in the amount of \$449,316.12, with no jury payments. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

E. Changes to the Agenda (Action):

Chair Pro Tem Duncan asked that item eight on the agenda be pulled.

F. Action Items:

Request/Reclassification of Funds/OPEX to CAPEX/Equipment Repairs/Capital Improvements/Solid Waste

Solid Waste (SW) Director Cathy Mayer asked the Board to approve reclassification of funds from "B" Budget (OPEX) to "C" Budget (CAPEX) in order to cover repairs to a transfer trailer. She explained that the repairs were estimated to cost more than \$45,000 and the time required to get the parts would extend past the end of the 2020 fiscal year.

Commissioner Brooks moved that the Board approve the request for reclassification of funds from OPEX to CAPEX for the equipment repairs/capital improvements as described for Solid Waste. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

First Amendment/Coeur d'Alene Solid Waste Billing Services/Solid Waste

Ms. Mayer requested the Board's approval of the first amendment to the contract with Coeur d'Alene Solid Waste Billing Services. She explained that this entity did some of the billing for SW on some of their contracted services, for which SW reimbursed them. She said the cost had been \$10,000 year but was being increased to \$12,500 under the amendment, with the contract date being extended to September 30, 2022.

Commissioner Brooks moved that the Board approve the first amendment to the contract for Coeur d'Alene Solid Waste Billing Services for Solid Waste. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Textile Recycling Agreement/Northwest Center dba The Big Blue Truck/Solid Waste

Ms. Mayer asked the Board's approval for SW's textile recycling agreement with Northwest Center dba The Big Blue Truck. She explained this was a no-cost agreement which allowed them to place their recycling bins at SW sites. She said this would replace their prior agreement with Gemtex.

Commissioner Brooks moved that the Board approve the textile recycling agreement with Northwest Center dba The Big Blue Truck with Solid Waste. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Ms. Mayer and SW Operations Manager John Phillips exited the meeting at 2:05 p.m.

Contract/Body Scanner/OD Security North America/KCSO

KCSO Lieutenant Kyle Hutchison asked the Board to approve the contract for purchase of a body scanner with OD Security North America.

Commissioner Brooks moved that the Board approve the contract for purchase of the body scanner with OD Security North America. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Approval/Equipment Purchase/Redaction Software and Computer/KCSO

KCSO Captain Kim Edmondson requested the Board's approval for the purchase of a computer and redaction software. She said the total cost would be \$13,744.14, with the ongoing software costs including three years of maintenance fees at \$2,795. She stated she did not know if the ongoing costs would change after the first three years.

Commissioner Brooks moved that the Board approve the equipment purchase of redaction software and computer for KCSO. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Master Agency Agreement/Alcohol Monitoring Systems, Inc. (AMS)/Juvenile Probation

Juvenile Probation Director Debra Nadeau requested the Board’s approval of the master agency agreement with Alcohol Monitoring Systems, Inc. She explained this would allow them to use GPS monitor services; they had been using the equipment from the account under AMP (Adult Misdemeanor Probation) for the past five and a half years. She said this would allow them to have their own account with the company.

Commissioner Brooks moved that the Board approve the master agency agreement between Alcohol Monitoring Systems, Inc. and Juvenile Probation. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Renewal/Memorandum of Agreement/Community Based Alternative Services (CBAS) Program/ Substance Use Disorder Services (SUDS) Program/Juvenile Probation

Ms. Nadeau stated that the Memorandum of Agreement was with the Idaho Department of Juvenile Corrections and allowed them to access funds through that department for clients that needed community based services such as mental health counseling and substance abuse treatment. She said that in FY19 they accessed \$165,000 for drug and alcohol treatment for their clients and over \$10,000 for mental health services.

Commissioner Brooks moved that the Board approve the renewal of the memorandum of agreement for the Community Based Alternative Services program and the Substance Use Disorder Services program with Juvenile Probation. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

~~Donation Agreement/Resolution 2020-61/Surplus Property/Shoshone County/KCSO/911~~ – Pulled

Captain Edmondson exited the meeting at 2:12 p.m.

Sublease Agreement/Foreman/Foreman Properties, LLC/Airport

Airport Director Steven Kjergaard requested the Board’s approval for a sublease agreement between Foreman and Foreman Properties, LLC with the Airport.

Commissioner Brooks moved that the Board approve the sublease agreement between Foreman and Foreman Properties, LLC with the Airport. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Development and Ground Lease/Walsh/Airport

Mr. Kjergaard requested the Board's approval of a new development and ground lease agreement in the amount of \$3,640 per year.

Commissioner Brooks moved that the Board approve the development and ground lease between Walsh and the Airport. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Grant Agreement/State of Idaho Department of Commerce/Broadband Funding/Lone Mountain Tower/Spirit Lake/Powerderhorn/Athol/Mica/Setters/Bayview/Rose Lake/West Conkling Park/Blossom Mt./Payment Peak/Haycrop/Best Hill Tower/ Stateline/Hayden Lake/Majestic/Hauser/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley requested the Board's approval of a grant agreement with the State of Idaho Department of Commerce for broadband funding for seventeen projects.

Commissioner Brooks moved that the Board approve the grant agreement between the State of Idaho Department of Commerce for broadband funding for the agencies as listed. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Independent Contractor Agreement/Rand Wichman Planning, LLC/Aquifer Protection District

BOCC Communications Manager Nancy Jones requested the Board's approval for the renewal of an independent contractor agreement on behalf of the Aquifer Protection District with Rand Wichman Planning. She explained that Mr. Wichman served as a third party contractor to facilitate the ongoing aquifer recharge area protection project. She said the agreement would begin on October 1, 2020 and run through September 30, 2021, at a cost of \$125 per hour, to a maximum of \$15,000. She noted the expense was included in the FY21 Budget.

Commissioner Brooks moved that the Board approve the independent contractor agreement between Rand Wichman Planning, LLC and the Aquifer Protection District. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Change Order No. 6/Stewart Contracting/Fairgrounds RV Project/Riley/Fairgrounds

Contractor Shawn Riley requested the Board's approval of Change Order No. 6 with Stewart Contracting for the Fairgrounds RV Project. He said this would be the final change order for this project and was for \$1,470 for an additional sidewalk around the shower house.

Commissioner Brooks moved that the Board approve Change Order No. 6 with Stewart Contracting for the Fairgrounds RV Project. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Buildings & Grounds Operations Manager Greg Manley entered the meeting at 2:18 p.m.

Approve Quotation/Magistrate Judge Furniture/Deputy Clerks/District Court/Trial Court Administrator

First Judicial District Trial Court Administrator Karlene Behringer requested that the Board approve the quote for purchase and installation of two cubicles in the lower level of the Courthouse, to be occupied by two District Court Deputy Clerks who would work with the two new Magistrate Judges. She said the quote was for \$8,377.

Commissioner Brooks moved that the Board approve the quotation for Magistrate Judge furniture for Deputy Clerks at District Court. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Ms. Behringer, Trial Court Administrative Assistant Jamie Robb and Judge Rich Christensen exited the meeting at 2:20 p.m.

Service Agreement/ArchiveSocial/Board of Commissioners

Ms. Jones reported that this was a new agreement for Fiscal Year 2021. She noted that Title 74 of Idaho Code did require the County to retain all written records. She said this would enable them to retain social media content. She stated it was a one year contract

for \$4,788, for up to 3,000 records to be archived. She added that this should be sufficient to cover all the County's current social media accounts.

Commissioner Brooks moved that the Board approve the service agreement with ArchiveSocial. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Request for Annexation/McBride/Lewellen/Magnuson/East Side Fire Protection District

Civil Deputy Prosecuting Attorney R. David Ferguson informed the Commissioners that all the requirements for annexation of the listed properties had been properly fulfilled. He asked them to approve the annexation.

Commissioner Brooks moved that the Board approve the request for annexation of McBride, Lewellen and Magnuson properties to the East Side Fire Protection District. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Tax Deed Bid/AIN 246521/Foresburg

Chair Pro Tem Duncan opened the sealed tax deed bid. She stated the enclosed check from Rodney and Alita Foresburg was for \$860, which would cover all the County's costs related to AIN 246521. She stated that Community Development had given its approval for the sale and that the purchaser owned property adjacent to the parcel.

Commissioner Brooks moved that the Board accept the tax deed bid for AIN 246521 from Foresburg. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Court Services Director Marissa Garza and Court Services Manager Kally Young exited the meeting at 2:24 p.m.

Resolution 2020-58/Set Elected Officials Salaries/Board of Commissioners

Ms. Jones requested the Board's approval of Resolution 2020-58, which would set the salaries for Elected Officials. She noted that one Elected Official had declined the 2% increase for FY21.

Commissioner Brooks moved that the Board approve Resolution 2020-58, setting the Elected Officials salaries. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Resolution 2020-60/Exchange or Trade Personal Property/KCSO

KCSO Captain Stuart Miller requested the Board’s approval of Resolution 2020-60. He said they wished to trade old training paintball rifles and equipment that have not been used in the last several years for suppressor heat covers.

Commissioner Brooks moved that the Board approve Resolution 2020-60, for exchange or sale of personal property by KCSO. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Agreement/Transit Technology Solutions/Passio Technologies/Resource Management Office

Ms. Riley requested the Board’s approval of the agreement between Kootenai County and Passio Technologies for transit technology solutions with the Resource Management Office. She remarked that the Board had previously approved the termination of their current provider and this represented their agreement with their new provider.

Commissioner Brooks moved that the Board approve the agreement for transit technology solutions with Passio Technologies. Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

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.

Kootenai County Resident James Walsh gave a detailed explanation of the lawsuit he and other hangar owners were bringing against the Airport.

Chair Pro Tem Duncan stated that she had been advised by Legal to decline to respond to any of the complaints since this related to pending litigation.

Kootenai County Resident Murdo Cameron expressed his support for the complaints shared by Mr. Walsh.

Commissioner Bill Brooks noted that, while the complainants stated they had proof for their issues from prior Airport employees, none had been presented to him as Airport Liaison.

H. Adjournment (Action): Chair Pro Tem Duncan adjourned the meeting at 2:49 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

LESLIE DUNCAN, CHAIR PRO TEM

BY: _____
Tina Ginorio, Deputy Clerk
