

**Minutes of Meeting
Business Meeting
September 18, 2018
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Finance Director Dena Darrow, Tax Auditing Technician JoAnn Conner, Building & Grounds (B&G) Director Shawn Riley, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder, Juvenile Probation Director Debbie Nadeau, Human Resources (HR) Director Skye Mercer, Captain Lee Richardson, Captain John Holecek, Sergeant William Klinkefus, 9-1-1 Communications Technician Collin McRoy, Solid Waste Principal Planner Lauren Chaffin, Operations Manager JP Phillips, Grants Management Office (GMO)/Transit Program Manager Kimberli Riley, Civil Deputy Prosecutors R. David Ferguson and Jamila Holmes, Civil Legal Assistant Barb Nyquist, BOCC Senior Financial Analyst Nanci Plouffe, Administrative Secretary Teri Johnston, and Deputy Clerk Ronnie Davisson. Also present were Alliant Employee Benefits Representative Scott Burkhardt and citizens Rick Currie, Robert Norris, and John Graham. Chairman Marc Eberlein was excused.

A. Call to Order: Chairman Pro Tem Chris Fillios called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance: Juvenile Probation Director Debbie Nadeau led the Pledge of Allegiance.

**C. Approval of Consent Calendar:
Minutes of Meetings:**

09/04/2018	State Public Defense Commission Update
09/04/2018	Business Meeting
09/05/2018	Requests for Cancellation of Taxes
09/06/2018	Human Resources Personnel Changes
09/06/2018	Idaho Department of Environmental Quality
09/10/2018	Commissioners' Debriefing
09/11/2018	Request for Debt Forgiveness 2015-285 & 2015-712
09/11/2018	Indigent Appeal 2018-179
09/11/2018	Indigent Appeal 2018-163

Board Actions:

Treasurer's Monthly Report/August 2018
PAF/SCF Report: BOCC Review PP19/Human Resources
BOCC Signatures for Indigent Cases: 09/06/2018 through 09/12/2018

Commissioner Bob Bingham moved to approve the Consent Calendar as it appeared on the agenda. Chairman Pro Tem Chris Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham:	Aye
Chairman Pro Tem Fillios:	Aye
Chairman Eberlein:	Excused

The motion carried.

D. Approval of Payables List:

Commissioner Bingham moved to accept the Payables List for the week of September 10, 2018 through September 14, 2018, in the amount of \$1,222,461.34 with no jury payments. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Aye
The motion carried.

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

F. New Business:

Amendment No. 1/Subscriber Agreement/Public Safety Testing, Inc./KCSO/Human Resources

HR Director Skye Mercer presented an amendment to an agreement with Public Safety Testing, Inc. She explained that the amendment outlined the cost of \$3500 for an additional year, which was the same amount as the year prior. Ms. Mercer stated the contract with Public Safety Testing, Inc. had proved successful, as they had hired several patrol and detention deputies.

Commissioner Bingham moved to approve Amendment No. 1 to the subscriber agreement with Public Safety Testing, Inc. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Engagement Solution End User License Agreement/Regence BlueShield/Human Resources

Ms. Mercer and Alliant Employee Benefits Representative Scott Burkhardt presented an agreement with Regence BlueShield. They explained it was to backdate the contract and there were no fixed costs associated.

Commissioner Bingham moved to approve the engagement solution end user license agreement with Regence BlueShield. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Amendment/Alliant/PlanSource Software Administrative Services/Human Resources

Ms. Mercer presented an amendment to the contract with Alliant for the enrollment software. She said this software would provide three important benefits: staffing at status quo, increasing the educational value to the employees, and providing technological assistance when making required changes related to the Affordable Care Act. Further, it was budgeted to not exceed \$40,000.

Commissioner Bingham moved to approve the amendment to the contract with Alliant for the enrollment software. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Ms. Mercer and Mr. Burkhardt exited the meeting at 2:09 p.m.
Lieutenant Stu Miller entered the meeting at 2:10 p.m.

Third Amendment to Agreement for Construction Services/Anderson Environmental Contracting, LLC/Landfill Closure/Solid Waste

Solid Waste Operations Manager JP Phillips presented the Third Amendment to the agreement for construction services with Anderson Environmental. He said that Amendments 1 and 2 extended the timeline for the landfill closure project and did not include any cost changes. The Third Amendment included cost changes, but due to the Solid Waste employees assisting and working closely with the contractor, the costs were kept low to \$25,153.64, an approximate 1% overage.

Commissioner Bingham moved to approve the Third Amendment to the agreement for construction services with Anderson Environmental. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Professional Services Agreement/Engineering Services/Parametrix/Solid Waste

Mr. Phillips presented an agreement to a contract with Parametrix for engineering services. He said the agreement outlined a 1.4% increase over the prior year, for an approximate amount of \$188,654.70.

Commissioner Bingham moved to approve the agreement for engineering services with Parametrix. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Mr. Phillips and Principal Planner Lauren Chaffin exited the meeting at 2:13 p.m.

Change Order/Post Falls Parking Lot/Northwest Grading, Inc./Buildings & Grounds

Building & Grounds (B&G) Director Shawn Riley presented the final change order for the Post Falls parking lot. He said the total price was \$349962, and explained that the contractor did not take his overhead and/or profit for the change order.

Commissioner Bingham moved to approve the change order for the Post Falls Parking lot. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Mr. Riley exited the meeting at 2:15 p.m.

Memorandum of Agreement/Community Incentive Program (CIP)/Re-entry Program (REP)/Mental Health Program (MHP)/Juvenile Probation

Juvenile Probation Director Debbie Nadeau presented an agreement renewal with the Department of Juvenile Corrections. She said the agreement would allow Juvenile Probation to access funds for clients that met certain criteria for treatment in the community. The year prior, they had been able to access \$11,000 and she noted it was a two-year agreement.

Commissioner Bingham moved to approve the MOU for the Community Incentive Program. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Amendment No. 2/Food Service Contract/CBM Managed Services/Summit Food Service, LLC/KCSO

Captain Lee Richardson presented an amendment to the food service contract with Summit Food Service. He said there would be a slight change in cost, with the total cost of each meal at \$1.45. Captain Richardson said that they had been good to the Jail and would hope the Board would renew the contract.

Commissioner Bingham moved to approve the Amendment to the contract. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Second Amendment to Contract/Correctional Health Partners, LLC/KCSO

Captain Richardson presented an amendment to the contract for inmate medical services with Correctional Health Partners, LLC. He explained there would be an increase to the original contract; the contract would begin on October 1, 2018 with the base price of \$1,748,810.

Commissioner Bingham moved to approve the second amendment to the contract. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Captain Richardson and Captain John Holecek exited the meeting at 2:23 p.m.

SAFE Boats International/Purchase Request/KCSO

Sergeant Will Klinkefus requested to purchase a boat for KCSO and introduced citizen John Graham. He explained that Mr. Graham was the owner of the 2006 SAFE Boat Defender, the boat was in good condition, but the engines may need to be replaced in the future. Sergeant Klinkefus said it would cost approximately \$100,000, with \$90,000 to purchase the boat and \$10,000 to outfit the boat with KCSO equipment. He also pointed out that there might be a grant available to help with the cost of replacing the engines.

Finance Director Dena Darrow informed the Board there was \$165,000 left in the Vessel Account and with the donation to Parks & Waterways for the Harrison Breakwater project, the purchase of the boat, and the engine replacements, the entire account would be exhausted. P&W Director Nick Snyder assured the Board they did not need the funds immediately for the breakwater project, they would need them in July. Sergeant Klinkefus pointed out that buying a SAFE boat would be approximately \$350,000 if purchased brand new and added there were no other associated costs to anchor or moor the boat.

Commissioner Bingham moved to approve the purchase of the boat from Mr. Graham. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Sergeant Klinkefus and Mr. Graham exited the meeting at 2:34 p.m.

Agreement/Consolidation of Cost/Southwest Idaho Wireless Integrated Network/Ada County/KCSO/9-1-1

9-1-1 Communications Technician Collin McRoy presented an agreement between Kootenai County and Ada County for Kootenai County's participation in the contract. He said the total cost for this year totaled \$100.84 per radio, then the following years the cost would drop to about \$64 per radio. Mr. McRoy also said the funds were approved in the budget.

Commissioner Bingham moved to approve the agreement. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Service Agreement/Motorola/KCSO/9-1-1

Mr. McRoy presented the annual maintenance agreement with Motorola. He said the contract would increase \$6225.11 over the year prior due to the upgrades on the Kilarney site. Mr. McRoy said that it had been budgeted under "Hardware Maintenance".

Commissioner Bingham moved to approve the agreement with Motorola. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Yearly Lease Renewal/Blackwell Island Marina/Parks & Waterways

Mr. Snyder presented the annual lease renewal for P&W and Hagadone Hospitality. He said the amount was \$6572.56, but P&W also subleased a slip to the City of Coeur d'Alene for fireboats, so the actual cost the County owed was \$3286.28. He also said that there had been no increase.

Commissioner Bingham moved to approve the yearly lease renewal for Blackwell Island Marina. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Agreement/Hayden Spillway/Log Boom/North Idaho Maritime/Parks & Waterways

Mr. Snyder presented a contract between North Idaho Maritime and P&W for \$15,000 to repair the log boom at the Hayden Spillway. He said construction was set to begin October 1, 2018.

Commissioner Bingham moved to approve the agreement for log boom construction between North Idaho Maritime and Parks & Waterways. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Mr. Snyder exited the meeting at 2:41 p.m.

Approval/Taxing District Levy Rates TY2018/Auditor

Tax Auditing Technician JoAnn Conner requested approval of the TY2018 Taxing District Levy Rates. She said the City of Huetter had not turned in their request, as they had missed the deadline, and explained that Ms. Darrow had sent a letter to the State Tax Commission explaining the difficulties calculating the levy rate concerning the City of Huetter. The State Tax Commission said the Auditor was to delay the submission of levy rates and advised that if Huetter still did not meet the deadline extension, the County should not delay the levy rates any further.

Ms. Conner asked the Board approve the levy rates for the other 44 districts, stating all of the property values had increased and the levy rates had decreased. However, four districts had levy rate increases.

Commissioner Bingham moved to approve the TY2018 taxing district levy rates. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused
The motion carried.

Agreement/FireSmart Community Chipping Program/Grants Management Office

GMO/Transit Program Manager Kimberli Riley presented an agreement between Out on a Limb and Kootenai County for the FireSmart Community Chipping Program. She said it would be for the Twin Lakes and Spirit Lake corridor. She said Out on a Limb was the only respondent to GMO's Request for Qualifications and the price was not to exceed \$5000.

Commissioner Bingham moved to approve the FireSmart agreement between Out on a Limb and GMO. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

BOCC Administrative Supervisor Leighanna Keiser entered the meeting at 2:45 p.m.

Agreement / Express Research / Pen d’Orielle City / Regents of the University of Idaho /Historic Preservation Commission/Grants Management Office

Ms. Riley said this was an agreement between the County and the University of Idaho for the second phase of a Pend Oreille City research project. She said the project was about to finish at the end of September.

Commissioner Bingham moved to approve the agreement for express research between the County and University of Idaho. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

FY18 Emergency Management Performance Grant (EMPG) / Subrecipient Agreement /Idaho Office of Emergency Management/Grants Management

Ms. Riley explained the EMPG Grant would partially fund the operations for the County’s Office of Emergency Management.

Commissioner Bingham moved to approve the FY18 EMPG Subrecipient agreement. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

FY18 State Homeland Security Grant Program (SHSP)/Subrecipient Agreement/Idaho Office of Emergency Management/Grants Management

Ms. Riley explained the FY2018 SHSP grant was the Homeland Security grant in which several agencies could apply for usage of the funds. She said there were several funded projects such as Coeur d’Alene Fire, Timberlake Fire, St. Maries Fire, Coeur d’Alene Police, KCSO and several others. Civil Deputy Prosecutor Jamila Holmes further explained that the County and those funded projects entered into subrecipient agreements and there were certain federal guidelines that needed to be maintained.

Commissioner Bingham moved to approve the FY18 SHSP subrecipient agreement. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

Public Defender Conflict Contracts / Anderson / Cooper / Frampton / Hagerty / Hull / Lawlor / Mihara / Nixon / Palmer / Pierce / Romero / Swartz / Walsh / Board of Commissioners

BOCC Administrative Supervisor Leighanna Keiser presented the annual Conflict Public Defender contracts to the BOCC for approval. She explained that there had been no change in rates and that the contracts would be valid from October 1, 2018 through September 30, 2019.

Commissioner Bingham moved to approve the Conflict Public Defender contracts. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

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.

Citizen Rick Currie expressed his thanks and appreciation to the BOCC for their donation to the senior center for the Meals on Wheels program and assured them it would be money well spent.

Chairman Pro Tem Fillios adjourned the meeting at 2:53 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN PRO TEM

BY: _____
Ronnie Davisson, Deputy Clerk
