

Minutes of Meeting
Commissioners' Status Update
October 5, 2020
11:00 a.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 C. Taylor, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Buildings & Grounds (B&G) Operations Manager Greg Manley, First Judicial District Trial Court Administrator Karlene Behringer, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley, North Idaho Fair General Manager Alexcia Jordan, Fair Board Chair Jerry Johnson and Fair Board Member Linda Rider. Ms. Behringer was present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:03 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion):**

Public Defense Commission Rules

Commissioner Leslie Duncan reported that the Public Defense Commission (PDC) had presented some new rules which she and Public Defender Anne C. Taylor had been discussing. She said there would be a PDC meeting on October 14, 2020 which they planned to attend and would offer a list of their concerns during the public comment portion of the meeting.

Commissioner Duncan explained that, in the past, the PDC was responsible for funding any orders it issued to the counties. She said that counties would be compelled to fund any PDC requirements in the future, with an unknown impact on the Budget.

District Court at Fairgrounds Update

Finance Director Dena Darrow updated the Board on District Court's use of space at the Fairgrounds. She provided a calendar with dates District Court would like to reserve and the dates on which they had already used the facilities. She stated that the Board, the Fair and District Court needed to determine what an appropriate charge for the space would be, taking into consideration what CARES (Coronavirus Aid, Relief and Economic Security) Act funding would reimburse. She noted that either District Court or the BOCC would have to absorb any expenses that were not reimbursed.

Ms. Darrow reviewed the process by which the Auditor's Office had determined a suggested fee schedule.

Commissioner Bill Brooks expressed his concern that the Fair was being asked to absorb more than its share of the financial impact.

Fair Board Chair Jerry Johnson compared the way Kootenai County and Ada County were submitting expenses under the CARES Act. He drew attention to additional expenses the Fair would incur in offering their space to District Court.

Ms. Darrow explained that, under the rules for the CARES Act funds, lost revenue and a margin of profit would not be considered reimbursable. She said that the Auditor's Office submitted items for preauthorization to CFAC (Coronavirus Financial Advisory Committee) and it had been made very clear that only actual costs would be covered.

First Judicial District Trial Court Administrator Karlene Behringer said she felt they should apply for the full reimbursement amount with the state. She explained the short notice under which the state informed her of court needs and stated there was nowhere else she could go to house jury selection. She stated that she had been told the State Supreme Court had expressed willingness to send a letter of support to submit to CFAC for the County's request.

Ms. Darrow pointed out that CARES Act funding would run out in January 2021 and the County would need to pay for space for District Court's needs itself. Ms. Darrow suggested that the Board should consider whether it would be more advantageous to treat the Fair as a component unit of the County or as an independent, third party vendor. She noted that the reimbursement rules were different for each.

North Idaho Fair General Manager Alexcia Jordan commented that the Fair was supposed to be self-sustaining and thus an independent entity. She said she had discussed this with State representatives.

Resource Management Office (RMO) Senior Program Manager Kimberli Riley confirmed that the Board could request reimbursement for anything they deemed appropriate, but if the cost was not reimbursed, the County would be responsible for paying it one way or another. She agreed that the Board needed to decide whether the Fair would be treated as part of the County or a separate entity.

Ms. Jordan listed additional expenses associated with District Court's use of their facility and expressed discontent with the current handling of the situation.

Commissioner Duncan suggested that Ms. Behringer and Ms. Jordan review the figures that would be presented to CFAC and then that the whole final amount be submitted.

Contractor Shawn Riley voiced his support for the Fair being treated as a vendor and provided with a specific contract. He said he felt this would clarify things for all parties.

Commissioner Duncan suggested that Ms. Jordan provide the Board with a contract for next Tuesday's Business Meeting and that the Auditor's Office prepare an invoice for the month of September, so that it could be paid on time.

General agreement was expressed by all present.

Ms. Darrow confirmed that 4-H reimbursement would be removed from the County's request and documents would be prepared to present the Fair as a third party vendor.

Ms. Jordan stated she would be willing to seek outside sponsorship for the Virtual 4-H program, but reminded the Board that state statute required that the County hold an annual fair.

Attorney Center Request for Qualifications Scoring Review

Mr. Riley reminded the Commissioners that he had provided them with copies of the four RFQ (Request for Qualifications) packets for this project, a copy of the RFQ itself and scoring sheets. He asked if they could complete scoring the packets in time for a meeting on October 21, 2020 at 1:00 p.m. He offered some guidance on what the Commissioners should focus on when scoring.

Statement of Qualifications for Professional Service Roster

Mr. Riley said that the Professional Services Roster for the County, approved by the previous Board in November 2018, would expire in December. He asked if the Commissioners wished him to start working on an updated one that would cover the next two years. He noted that the shortcuts in process the Roster allowed had saved the County tens of thousands of dollars.

All three Commissioners expressed their support for his suggestion.

Pending Items Status Review – List Attached

Romer House

Mr. Riley suggested that, since the Music Conservatory would acquire the Romer House, that the Board allow the matter to sit for a while rather than take immediate action. He said that once an architect was chosen for the planned Attorney Center, they could consider whether constructing one big building or two smaller ones would be more advantageous.

Chairman Fillios reported that a second bid had been offered by another factor representing the Conservatory and that he had asked Civil Deputy Prosecuting Attorney Pat Braden whether they could close the deal in a couple of days or if they had to post a ten day notice. He reminded those present of the strongly expressed community concern on the use of the Romer House's land.

Chairman Fillios commented that Mr. Braden had said he would prefer the County offer the ten day notice, but it was not demanded by statute.

Commissioner Duncan remarked that the issue was on the agenda for tomorrow's Business Meeting.

Citizen Advisory Committee

Commissioner Brooks said he would take this up in November.

Fire Station at the Fairgrounds

Chairman Fillios reported he had been in communication with Civil Deputy Prosecuting Attorney R. David Ferguson, who said he had reviewed the contract and returned it to Kootenai Fire & Rescue.

University of Idaho Extension New Home

Commissioner Duncan said they would be signing the lease soon for the new location. She said it would appear as an item at a Business Meeting soon after October 12, 2020.

Facilities Expansion

Mr. Riley said they needed to complete scoring the packets they had received.

PAC Airport Lease

Commissioner Duncan stated there would be a meeting this week to see if an agreement could be reached.

OEM (Office of Emergency Management) Relocation

Mr. Riley said they had four contractors that had requested plans, two of whom had already walked the site. He stated a second walk through had been held last Wednesday, with two plumbing contractors representing two general contractors attending. He said bids were due Thursday at 2:00 p.m. and noted that the bid would be awarded October 9, 2020, the contract would be signed on October 13 and work would start October 19.

- D. 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.

- E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:55 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
