

**Minutes of Meeting
Business Meeting
October 13, 2020
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 Juvenile Probation Director Debra Nadeau, Finance Director Dena Darrow, Elections/County Assistance Manager Shelly Amos, Staff Accountant – Grants Julina Hildreth, Staff Accountant – Fixed Assets Isaac Ohm, Airport Director Steven Kjergaard, Resource Management Office (RMO) Director Jody Bieze, RMO Senior Program Manager Kimberli Riley, KCSO Lieutenant Mike McFarland, KCSO 911 Communications Services Manager Collin McRoy, Buildings & Grounds (B&G) Operations Manager Greg Manley, Civil Deputy Prosecuting Attorney R. David Ferguson, Human Resources (HR) Generalist – Compliance Cecilia Sweet, Juvenile Detention Senior Records Clerk Brandie Bradley, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley, North Idaho Fair General Manager Alexcia Jordan, Fair Board Chair Jerry Johnson, Fair Board Member Linda Rider and University of Idaho Extension 4-H Educator Sharla Wilson. Commissioner Brooks, Lieutenant McFarland, Mr. Kjergaard, Mr. Riley, Ms. Bieze and Ms. Bradley were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 2:00 p.m.
- B. Pledge of Allegiance:** Fair Board Chair Jerry Johnson led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**

Minutes of Meetings:

09/15/2020	North Idaho Fair Board Quarterly Update
09/24/2020	MSF20-0007/Lone Mountain Estates 5 th Addition/Community Development
09/24/2020	MSF20-0006/Beck Industrial Park/Community Development
09/28/2020	Solid Waste Update
09/28/2020	Commissioners' Status Update
09/29/2020	Human Resources: Personnel Changes
09/30/2020	Coroner
10/02/2020	Executive Session §74-206(1)(d) to consider records that are exempt from disclosure as provided by law

Board Actions:

Treasurer's Monthly Report/August 2020
Treasurer's Monthly Settlements and Statements/September 2020
Human Resources/Personnel Changes: Airport Reorganization/Reclassification
Bid Opening 2020-07/Kootenai County Office of Emergency Management Project
Award of Bid 2020-07/Ginno Construction/Kootenai County Office of Emergency Management
Kennel License Renewals: Bolinger/Kootenai Kennels; Hall/Hall's Little Acre
PAF/SCF Report: BOCC Review PP21 week 2/Human Resources
BOCC Signatures for Indigent Cases: 10/01/20 through 10/07/20

Commissioner Leslie Duncan moved that the Board approve the Consent Calendar as it appeared on the agenda. Chairman Fillios 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 October 5, 2020 through October 9, 2020 in the amount of \$1,679,924.14, with no jury payments. Chairman Fillios 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:

Tower and Lease Agreement/Newmax, LLC dba Intermax Networks/Mason Butte/KCSO/911

KCSO 911 Communications Services Manager Collin McRoy requested the Board's approval a lease agreement with Newmax, LLC dba Intermax Networks. He explained that Newmax leased space at 911's communications site at Mason Butte and the agreement was being updated and expanded to include additional equipment. He noted that the rent would be \$18,000 per year, an increase from the prior amount of about \$6,440.

Commissioner Duncan moved that the Board approve the tower and lease agreement with Newmax for Mason Butte. Chairman Fillios 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.

Donation Agreement/Resolution 2020-61/Microwave Radios/Shoshone County/KCSO/911

Mr. McRoy requested the Board's approval of Resolution 2020-61, which was a donation agreement which would allow KCSO 911 to donate fully depreciated radio units they no longer used to Shoshone County.

Commissioner Duncan moved that the Board approve the donation agreement, Resolution 2020-61, for the microwave radios being donated to Shoshone County. Chairman Fillios 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/Independent Contractor Agreement/Mentoring Program Coordinator/Kirk/Juvenile Probation

Juvenile Probation Director Debra Nadeau requested the Board's approval for the renewal of the independent contractor agreement for the Mentoring Program Coordinator with Amelia Kirk. She reported that the funds had been approved in her Budget.

Commissioner Duncan moved that the Board approve the renewal of the independent contractor agreement for the Mentoring Program Coordinator with Kirk. Chairman Fillios 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/Independent Contractor Agreement/Alternative to School Suspension Program/Jones/Juvenile Probation

Ms. Nadeau requested the Board's approval for the renewal of the independent contractor agreement for the Alternative to School Suspension Program with Mark Jones. She remarked that Mr. Jones supervised the program in the Post Falls School District.

Commissioner Duncan moved that the Board approve the renewal of the independent contractor agreement for the Alternative to School Suspension Program for Jones. Chairman Fillios 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/Independent Contractor Agreement/Chaplain Services/Youth Advocacy and Community Outreach/Lanterman/Juvenile Probation

Ms. Nadeau requested the Board's approval for the renewal of the independent contract agreement for chaplain services for Youth Advocacy and Community Outreach with Jackson Lanterman. She added that he also provided chaplain services at the Juvenile Detention Center.

Commissioner Duncan moved that the Board approve the renewal for the independent contractor agreement for chaplain services for the Youth Advocacy and Community Outreach programs with Lanterman. Chairman Fillios 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.

Ms. Nadeau exited the meeting at 2:09 p.m.

Work Order No. 20-05/Coeur d’Alene Airport Sewer Rate Analysis Update/Airport

Airport Director Steven Kjergaard requested the Board’s approval of Work Order No. 20-05, for the Coeur d’Alene Airport sewer rate analysis. He reported the cost would be about \$10,000.

Commissioner Duncan remarked that the highest rate she had ever heard was just over \$4,000 and asked why this was so expensive.

Mr. Kjergaard responded that this was the average rate according to the information he had received. He said he was willing to seek additional quotes.

Chairman Fillios said this item would be deferred to the next Business Meeting. No motion was required.

Contract/Armory Remodel Project/Riley/Office of Emergency Management

Contractor Shawn Riley requested the Board’s approval for the contract with Ginno Construction for the Armory Remodel Project, in the amount of \$305,000, with an additional \$8,000 for the fire alarm system.

Commissioner Duncan moved that the Board approve the contract for the Armory Remodel Project with Ginno Construction, including add alternate number 1, in the amount of \$8,000, bringing the total project to approximately \$313,000. Chairman Fillios 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.

Mr. McRoy exited the meeting at 2:12 p.m.

Memorandum of Understanding/Kootenai Hospital District dba Kootenai Health/County Assistance

Elections/County Assistance Manager Shelly Amos requested the Board’s approval of a memorandum of understanding between Kootenai Health and County Assistance. She

explained the agreement outlined the process for payment. She confirmed that Kootenai Health was no longer offering a 10% discount to the County.

Commissioner Duncan moved that the Board approve the memorandum of understanding with Kootenai Hospital District for County Assistance. Chairman Fillios 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.

Approval/Signature on Title/KCSO Patrol Vehicle/Idaho Counties Risk Management Program (ICRMP)/Human Resources

Human Resources (HR) Generalist – Compliance Cecilia Sweet requested the Board’s approval and signature on the title for a KCSO Patrol Vehicle which had been declared a total loss by ICRMP. She listed the various amounts of compensation the County would request.

Commissioner Duncan moved that the Board authorize Chairman Fillios to sign the title for the KCSO Patrol Vehicle that was destroyed. Chairman Fillios 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.

FY21 Traffic Enforcement Grant Project Agreement (TEGPA)/Idaho Transportation Department/Office of Highway Safety/Resource Management Office/KCSO

KCSO Lieutenant Mike McFarland requested the Board’s approval of the FY21 Traffic Enforcement Grant Project Agreement with the Idaho Transportation Department’s (ITD) Office of Highway Safety. He stated this was their annual application for grants through ITD.

Commissioner Duncan moved that the Board approve the FY21 Traffic Enforcement Grant Project Agreement with the Idaho Department of Transportation. Chairman Fillios 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.

Facility Rental Contract/Quote/Jury Selections/September 2020 Invoice/Fairgrounds/District Court

North Idaho Fair General Manager Alexcia Jordan requested the Board’s approval of the facility rental contract between the Fairgrounds and District Court.

Commissioner Duncan expressed her concern regarding the MOU's (Memorandum of Understanding) listed rate. She noted that the Auditor's provided figures and the Fairground's did not match. She asked for further explanation of the Fair's charges.

Ms. Jordan stated that the rental fee was as low as she could offer. She explained additional difficulties faced by the Fair in the situation.

Finance Director Dena Darrow confirmed that the Board could approve the September payment alone, with the understanding that District Court or the Board would make up costs that were not reimbursed under the CARES (Coronavirus Aid Relief and Economic Security) Act.

Chairman Fillios stated he had spoken further with First Judicial District Trial Court Administrator Karlene Behringer to try to adjust the use of the Fairgrounds' space. He remarked he was also checking with Airport Director Steven Kjergaard to see if there was space there they could use.

Commissioner Duncan moved that the Board approve the September 2020 invoice in the amount of \$15,274 to be paid to the Fairgrounds for the September dates of jury selection from the District Court. . Chairman Fillios 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 2020-68/Surplus Equipment/Juvenile Detention

Juvenile Detention Senior Records Clerk Brandie Bradley requested the Board's approval of Resolution 2020-68. She explained that there were three items on their assets list that the Auditor's Office had recommended they remove. She said the items that were fully depreciated and no longer used.

Commissioner Duncan moved that the Board approve Resolution 2020-68 to surplus equipment for Juvenile Detention. Chairman Fillios 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 2:27 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
