

Minutes of Meeting
Business Meeting
October 20, 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 Treasurer Steve Matheson, Solid Waste (SW) Director John Phillips, SW Principal Planner Laureen Chaffin, SW Operations Manager Doug Goodwin, Human Resources (HR) Director Sylvia Proud, Deputy Finance Director Keith Taylor, Staff Accountant – Fixed Assets Isaac Ohm, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, KCSO 911 Communications Services Manager Collin McRoy, KCSO Auto Mechanic Raymond (Russ) Trueblood, Civil Deputy Prosecuting Attorney R. David Ferguson, 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 and Kootenai County Residents Erin Barnard and Tim Vulles. Ms. Riley, Mr. Riley, Mr. McRoy and Mr. Trueblood 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:** Solid Waste (SW) Principal Planner Laureen Chaffin led the Pledge of Allegiance.
- C. Consent Calendar (items to be approved listed below):**
 - Minutes of Meetings:**
 - 09/15/2020 Business Meeting
 - 09/22/2020 Commissioners’ Status Update
 - 09/29/2020 Business Meeting
 - 10/01/2020 Public Hearing/VAC20-0001/Coeur d’Alene Airport Southeast/
Community Development
 - 10/01/2020 Public Hearing/ZON20-0003/Henneberg Living Trust/Graaskamp/
Community Development
 - 10/01/2020 Public Hearing/ZON20-0002/Webb/Community Development
 - 10/02/2020 Information Technology
 - 10/05/2020 Commissioners’ Status Update
 - 10/06/2020 Business Meeting
 - 10/06/2020 Annual Treasurer’s Settlement
 - 10/08/2020 Human Resources: Personnel Changes
 - 10/13/2020 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.
 - 10/14/2020 Executive Session §74-206(1)(d) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

Board Actions:

Assessor’s Adjustment to tax/valuation/AIN Nos. 210360; 219174; 219175
Authorization Request for Bad Debt Write Off/Solid Waste
PAF/SCF Report: BOCC Review PP22 (week 1 of 2)
BOCC Signatures for Indigent Cases: 10/08/20 through 10/14/20
Kennel License Application: Wilson
Board of Equalization: Appeal Nos. 20-363 through 20-437

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 October 12, 2020 through October 16, 2020 in the amount of \$1,857,508.14, 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:

Cancellation Letter/Group Life/Disability/Voluntary Product Contract/Unum Life Insurance Co./Human Resources

Human Resources (HR) Director Sylvia Proud requested the Board’s approval of a cancellation letter to UNUM. She noted that the County was transitioning to The Standard for its group life, disability and voluntary products.

Commissioner Duncan moved that the Board authorize Chairman Fillios to sign the cancellation letter for the group life, disability and voluntary product contract with UNUM. 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.

Amendment No. 1A/Short Form Agreement/Welch Comer & Associates/Fairgrounds RV Park Phase 3/Riley/Fair

Contractor Shawn Riley requested the Board’s approval of Amendment No. 1A with Welch Comer & Associates for the Fairgrounds RV Park Phase 3. He explained this was an amendment to the original contract for engineering and construction oversight for the shower/restroom facility at the RV Park. He said it was caused by delays in the construction and delivery of the building, as well as some quality issues, which required additional oversight from Welch Comer. He added that the cost should be about \$4,500 and the project was still under budget.

Commissioner Brooks moved that the Board approve Amendment No. 1A, short form agreement, with Welch Comer & Associates for the Fairgrounds RV Park Phase 3. Commissioner Duncan 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.

Lease Agreement/University of Idaho Extension/Board of Regents/University of Idaho/Board of Commissioners

Commissioner Duncan announced that they had received a signed copy of the lease for the University of Idaho Extension’s new location. She stated it was a two year lease and contained a clause that would allow the lease to be terminated early if the funds were not appropriated in next year’s budget.

Commissioner Duncan moved that the Board approve the lease agreement with the University of Idaho for the Extension Office. 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.

Approve/Budget Increase Request/Pressure Reducing Valve/Riverstone Transit Center/Public Transportation/Resource Management Office

Resource Management Office (RMO) Senior Program Manager Kimberli Riley explained that the City of Coeur d’Alene had increased the water pressure in the Riverstone area, which was causing problems in their restrooms. She said it had been recommended that they have a pressure reducing valve installed and that they had received a quote for less than \$5,800. She stated they had additional funds available up to a total of \$7,000, in case it was more expensive.

Commissioner Brooks moved that the Board approve the budget increase request for the pressure reducing valve at Riverstone Transit Center for Public Transportation and the Resource Management Office. Commissioner Duncan 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.

Approve/Quote QU0000514932/Motorola Key Variable Loader/KCSO/911

KCSO 911 Communications Services Manager Collin McRoy requested the Board's approval of a quote for an FY21 approved capital purchase. He noted it would be bought with E911 funds.

Commissioner Duncan moved that the Board approve Quote #QU0000514932 for the Motorola Key Variable Loader. 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.

Approve/Quote QU0000514931/9 Motorola Consolettes/Backup Radios/KCSO/911

Mr. McRoy requested the Board's approval of a quote for nine Motorola Consolettes. He commented this was another FY21 budgeted capital project and would replace half of their Consolette Backup Radios at the 911 Center. He said the total would be \$71,074.26, funded through E911.

Commissioner Brooks moved that the Board Quote #QU0000514931, for nine Motorola Consolettes. Commissioner Duncan 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.

Purchase Approval/Auxiliary HVAC Unit/Mobile Communications Unit/KCSO/911

Mr. McRoy requested the Board's approval for the purchase of an auxiliary HVAC Unit for the Mobile Communications Unit. He stated he had about \$35,000 left in the project fund that could be used to cover this.

Commissioner Duncan moved that the Board approve the purchase of the auxiliary HVAC Unit for the Mobile Communications Unit. 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.

Authorize/Chairman Fillios Signatures/Closing Documents/627 Government Way/Board of Commissioners

BOCC Communications Manager Nancy Jones confirmed that the closing date for 627 Government Way would be October 23, 2020.

Commissioner Brooks moved that the Board authorize Chairman Fillios to sign the closing documents for 627 Government Way. Commissioner Duncan 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 2020-69/Alternative Forms of Government/Board of Commissioners

Commissioner Brooks asked the Board to approve Resolution 2020-69, which would allow a study of alternative forms of government for the County. He explained this would establish a commission to look into the issue.

Commissioner Duncan commented that she was hesitant to approve this item until the scope of the project and other details were established. She added that, given the current upheavals due to COVID, she did not think this was an ideal time to begin this study.

Chairman Fillios affirmed his intention put the choice of forms before the voters the chance if the study so indicated.

Commissioner Brooks moved that the Board approve Resolution 2020-69 for the alternative forms of government study commission. Commissioner Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Nay
Chairman Fillios: Aye

The motion carried.

Treasurer Steve Matheson exited the meeting at 2:17 p.m.

Resolution 2020-70/Designation of Representative/Greenhouse Gas Monitoring Plan/Kootenai County Farm Landfill/Supersedes Resolution 2014-55/Solid Waste

Solid Waste (SW) Director John Phillips asked the Board to approve Resolution 2020-70, which would change SW's designation of representative from the former Director, Cathy Mayer, to him. He said the alternate designated representative would be changed to SW Landfill Manager Jim Hagenbarth.

Commissioner Duncan moved that the Board approve Resolution 2020-70 for the designation of representative for the Greenhouse Gas Monitoring Plan. 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 2020-71/Surplus Equipment/Solid Waste

SW Operations Manager Doug Goodwin requested the Board's approval of Resolution 2020-71, to declare equipment surplus: a copier and three transfer trailers.

Commissioner Brooks moved that the Board approve Resolution 2020-71, for surplus equipment for Solid Waste. Commissioner Duncan 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 2020-72/Asset List Deletion/Surplus Equipment/Solid Waste

Ms. Chaffin requested the Board's approval of Resolution 2020-72. She explained this would allow them to remove certain items from the fixed asset list which did not belong there because their individual values were less than \$5,000 each. She said they did not plan to dispose of the items, which were still in use.

Commissioner Duncan moved that the Board approve Resolution 2020-72, to permit asset list deletion of surplus equipment. 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 2020-73/County Deeds from Tax Auction/Board of Commissioners

Commissioner Duncan explained that Resolution 2020-73 related to the properties that were sold at the October 7, 2020 auction. She said this resolution would formalize the transactions.

Commissioner Duncan moved that the Board approve Resolution 2020-73 for the County deeds from the tax auction. 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 2020-74/Surplus Equipment/Asset Deletion/KCSO

KCSO Auto Mechanic Raymond (Russ) Trueblood requested the Board's approval of Resolution 2020-74, to declare an automotive computer scanner surplus so it could be replaced. He explained the vendor would allow them trade in value for turning in the old one.

Commissioner Brooks moved that the Board approve resolution 2020-74 to declare equipment surplus and delete the asset number for KCSO. Commissioner Duncan 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.

Agreement/Recyclables Processing/Waste Management of Idaho, Inc. dba Bluebird Recycling/Solid Waste

Ms. Chaffin requested the Board's approval of an agreement for recyclables processing with Waste Management of Idaho, Inc. dba Bluebird Recycling. She remarked that the prior contract with Coeur d'Alene Transfer Services had ended. She said the contract would be backdated to October 1, 2020. She stated it would be for transfer station recyclables: corrugated cardboard, mixed paper, plastics and the comingled materials coming from the rural sites.

Commissioner Duncan moved that the Board approve the agreement for recyclables processing with Waste Management of Idaho, Inc. dba Bluebird Recycling. 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.

Commissioner Brooks commented favorably on the excellent job Solid Waste does.

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
