

Minutes of Meeting
Business Meeting
October 30, 2018
2:00 p.m.

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios, and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Solid Waste (SW) Director Cathy Mayer, Buildings & Grounds (B&G) Director Shawn Riley, Finance Director Dena Darrow, Human Resources (HR) Generalist – Employee Relations Kimberley Buffin, Parks & Waterways (P&W) Administrative Assistant Ranelle Schwartz, KCSO 911 Communications Services Technician Alan Malloy, Office of Emergency Management (OEM) Preparedness Coordinator Heather Miller, OEM Administrative Assistant Rachel Irish, OEM Emergency Operations Coordinator Tiffany Westbrook, Grants Management Office (GMO)/Transit Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Legal Assistant Barb Nyquist, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe, BOCC Administrative Secretary Teri Johnston and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** BOCC Administrative Secretary Teri Johnston led the Pledge of Allegiance.
- C. Consent Calendar (Items to be approved listed below):**
 - Minutes of Meetings:**
 - 8/16/2018 Public Hearing/ZON08-0005/Amend Conditional Zoning
 - 10/4/2018 Public Hearing/OR18-0004/Ordinance 529/Amendment to Building Code/Definition of Local Permits/Community Development
 - 10/11/2018 Deliberations/ZON18-0002/McCormick/Community Development
 - 10/16/2018 Airport Update
 - 10/16/2018 Business Meeting
 - 10/16/2018 EPA Coeur d’Alene Basin Cleanup
 - 10/17/2018 Elected Officials
 - 10/17/2018 Waterways Advisory Board Update
 - 10/17/2018 Executive Session §74-206(1)(f) to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated
 - 10/18/2018 Railroad Quiet Zones
 - 10/18/2018 Deliberations/OR18-0004/Building Code Ordinance/Community Development
 - 10/18/2018 Executive Session §74-206(1)(c) to acquire an interest in real property which is not owned by a public agency
 - 10/22/2018 Airport and Airport Advisory Board Update
 - 10/22/2018 Community Development Update
 - 10/22/2018 Commissioners’ Debriefing
 - 10/23/2018 Executive Session §74-206(1)(c) to acquire an interest in real property which is not owned by a public agency
 - 10/23/2018 Business Meeting

Board Actions:

Assessor's Adjustment to tax/valuation/AIN No. 126360
Treasurer's Monthly Report/September 2018
Civil Division/August 2018 Financial Report/KCSO
Non-Disclosure Agreement/Kiemle Hagood
PAF/SCF Report: BOCC Review PP22/Human Resources
Kennel License Renewals: Arnold/Spirit of the Wind Siberians; Duren/Sierra Kennels

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

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

D. Approval of Payables List:

Commissioner Bingham moved to accept the Payables List for the week of October 22, 2018 through October 26, 2018 in the amount of \$673,374.53, with jury payments of \$852.79. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

E. Changes to the Agenda:

Commissioner Fillios moved that item seven, Agreement/Equipment Protection/ ThyssenKrupp/ KCSO/ 911, be removed from the agenda. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

F. New Business:

Award/Request for Qualifications/Materials Testing/Inspections/Quality Assurance/Quality Control/Transit

Grants Management Office (GMO)/Transit Program Manager Kimberli Riley requested the Board's approval for awarding the Request for Qualifications for materials testing, inspections, quality assurance and quality control for the Riverstone Transit Center to ALLWEST Testing and Engineering. Commissioner Fillios asked whether ALLWEST had been the only respondent. Ms. Riley said that was correct.

Commissioner Fillios moved that the Board approve the award of the Request for Qualifications for materials testing, inspections, quality assurance and quality control to ALLWEST Testing and Engineering. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye
Commissioner Fillios: Aye
Chairman Eberlein: Nay
The motion carried.

Contract/Materials Testing/Inspections/Quality Assurance Quality Control/ALLWEST Testing and Engineering/Transit

Ms. Riley requested the Board’s approval of the contract for materials testing, inspections, quality assurance and quality control for the Riverstone Transit Center to ALLWEST Testing and Engineering.

Commissioner Bingham moved that the Board approve the contract between ALLWEST Testing and Engineering and the Transit Office for materials testing, inspections, quality assurance and quality control. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye
Commissioner Fillios: Aye
Chairman Eberlein: Nay
The motion carried.

Contract/Engineering Services/Great West Engineering/Solid Waste

Solid Waste (SW) Director Cathy Mayer requested the Board’s approval of the contract for engineering consulting services offered to Great West Engineering. She explained that this would include landfill sequencing, fill planning, access roads, gas lines and other operational developments to be worked on for the next five years. Ms. Mayer said the cost was not expected to exceed \$39,748.

Commissioner Fillios moved that the Board approve the contract for engineering services between Solid Waste and Great West Engineering as described. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Kootenai County resident Howard Clark entered the meeting at 2:04 p.m.

3rd Amendment/Engineering Services/Perimeter Road/CH2M Hill/Solid Waste

Ms. Mayer requested the Board’s approval of the third amendment to the contract between Solid Waste and CH2M Hill for engineering services related to the perimeter road. She said that circumstances were encountered during the project that entailed additional expense not to exceed \$37,600.

Commissioner Bingham moved that the Board approve the third amendment to the contract for engineering services with CH2M Hill. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Change Order/Jail Expansion Project/Sletten Companies/Buildings & Grounds

Buildings & Grounds (B&G) Director Shawn Riley requested the Board's approval for a change order for the contract with Sletten Construction for the Jail Expansion Project. He announced that the cost had been reduced by \$160,626.58. Mr. Riley explained that this was the result of unused construction contingency set aside, which was split with Sletten Construction, and the unused allowances for cold weather masonry, cold weather concrete, testing and plumbing.

Commissioner Fillios moved that the Board approve change order reducing the cost of the Jail Expansion Project charged by Sletten Construction by \$160,626.58. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Mr. Riley exited the meeting at 2:09 p.m.

Agreement/Security Services/Fernan Park/Northern States Security/Parks & Waterways

Parks & Waterways (P&W) Administrative Assistant Ranelle Schwartz requested the Board's approval of an agreement for security services at Fernan Park with Northern States Security. She explained that they open and close the gates at the park. She added that, during the summer months, they also walk the park before they lock the gate. Ms. Schwartz said there was no increase in cost for the agreement.

Commissioner Bingham moved that the Board approve the agreement for security services at Fernan Park between Parks & Waterways and Northern States Security. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Ms. Mayer exited the meeting at 2:10 p.m.

Agreement/Equipment Protection/ThyssenKrupp/KCSO/911 – Pulled

Grant Award Document/Idaho Public Safety Communications (IPSCC) Commission/KCSO/911

KCSO 911 Communications Services Technician Alan Mallory requested the Board approve submission of the grant award document to go to the Idaho Public Safety Communications Commission (IPSCC). He said they are seeking a grant of \$2,625 with no matching funds required for installation of a generator. Commissioner Bingham asked if 911 already had a generator. Mr. Mallory said they did, but it was from the initial construction. He added that they had gotten approval for replacement of the old generator but had not sought approval for the installation cost.

Commissioner Bingham moved that the Board approve the FY2019 IPSCC grant submission for KCSO 911. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Mr. Mallory and Ms. Schwartz exited the meeting at 2:12 p.m.

Agreement/Consulting Support/Job Analysis/Korn Ferry (Hay Group)/Human Resources

Human Resources (HR) – Employee Relations Kimberley Buffin requested the Board’s approval for a one year continuation of the contract for consulting support and job analysis by Korn Ferry (Hay Group) at no increase in cost.

Commissioner Fillios moved that the Board approve the continuation of the agreement with Korn Ferry (Hay Group) for job analysis and consulting support at no increase in cost. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

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

Ms. Buffin exited the meeting at 2:13 p.m.

2018 State Homeland Security Grant Agreement/St. Maries Fire Protection District/Office of Emergency Management

Office of Emergency Management (OEM) Rachel Irish requested the Board’s approval of the 2018 State Homeland Security Grant Agreement for St. Maries Fire Protection District. She explained this was for rescue task force equipment.

Chairman Eberlein asked if items ten, eleven, twelve and thirteen on the agenda could be handled as a single item. Civil Deputy Prosecuting Attorney R. David Ferguson said that would be fine, so long as each item was specifically mentioned in the motion and there was nothing materially different between the items. Ms. Irish said that they are

all grant use agreements, but the one marked 2017 for Hauser Lake Fire Protection District was for a different grant and was for radios. She added that the 2018 for Timberlake Fire Protection District was for self-contained breathing apparatus and the 2018 for Coeur d'Alene Police was for radios.

2017 State Homeland Security Grant Agreement/Hauser Lake Fire Protection District/Office of Emergency Management

2018 State Homeland Security Grant Agreement/Timberlake Fire Protection District/Office of Emergency Management

2018 State Homeland Security Grant Agreement/Coeur d'Alene Police Department/Office of Emergency Management

Commissioner Bingham moved that the Board approve the 2018 State Homeland Security Program (SHSP) grant agreement with St. Maries, the 2017 SHSP grant with Hauser Lake Fire District, the 2018 SHSP grant with Timberlake Fire Protection District and the 2018 SHSP grant with the Coeur d'Alene Police Department and the Office of Emergency Management. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Post Falls Campus/Emergency Plan/Office of Emergency Management

Office of Emergency Management (OEM) Preparedness Coordinator Heather Miller requested the Board's approval for the emergency plan for the Post Falls campus of two buildings containing DMV (Department of Motor Vehicles), the Driver's License Office and Veteran's Services.

Commissioner Fillios moved that the Board approve the updated emergency plan for the Kootenai County Post Falls Campus. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

FY19 University of Idaho Extension Agreement/Board of Commissioners

BOCC Communications Manager Nancy Jones requested the Board's approval of the annual renewal of the agreement between the Board of Commissioners and the University of Idaho Extension, allowing their use of office space at the County Elections building on 3rd Street. She said the agreement would run from October 1, 2018 through September 30, 2019. She added that the amount for FY2019 was \$147,552 and that the agreement acknowledged the in-kind contribution for the use of the space.

Commissioner Bingham moved that the Board approve the FY2019 University of Idaho Extension Agreement for County facilities as described. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Ms. Jones exited the meeting at 2:17 p.m.

Tax Deed Bid/AIN 114464

Commissioner Fillios was presented with an envelope containing a tax deed bid for a property with AIN 114464. He opened the envelope and stated it contained a check for \$150.

Kootenai County resident Howard Clark explained that he understood that the parcel could not be developed, but said he intended to camp there, pack water in and install a porta-potty.

Chairman Eberlein said that the East Side Highway District would probably take the parcel in time. He explained to Mr. Clark that, since the parcel is land-locked with the exception of the side adjacent to the highway, it would present access issues. After discussing the specifics with the Commissioners, Mr. Clark elected to withdraw his bid.

Commissioner Bingham moved that the Board acknowledge receipt of the tax deed bid on AIN 114464 from Mr. Clark and that the Board deny his request. Commissioner Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Resolution 2018-91/County Deeds from Tax Auction

BOCC Administrative Secretary Teri Johnston requested the Board's approval of Resolution 2018-91, accepting the results of the tax deed auction of properties offered by the County.

Commissioner Fillios moved that the Board approve Resolution 2018-91. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

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. There were no public comments.

Chairman Eberlein adjourned the meeting at 2:35 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
