

MEETING MINUTES FOR: IAC District 1

November 21st, 2025 : 10:00 a.m. (Legislative Luncheon to follow)

Kootenai County Administrative Building : 1st Floor / Meeting Rooms 1A & 1B : 451 N. Government Way, Coeur d'Alene

A. Call to Order: Chairman Benjamin Allen called the meeting to order at 10:05 am.

Members Present:

Benewah: Assessor Donna Spier, Clerk Janeen LeWan, Treasurer Sara Sexton

Bonner: Chief Deputy Assessor Cory Gabel, Clerk Michael Rosedale, Commissioner Brian Domke, Commissioner Asia Williams

Boundary: Assessor Olivia Drake

Kootenai: Clerk Jennifer Locke, Chief Deputy Clerk Grace Blomgren, Exec. Asst. Sara Masters, Commissioner Marc Eberlein, Commissioner Bruce Mattare, Commissioner Leslie Duncan, Coroner Duke Johnson, Prosecutor Stanley Mortensen

Shoshone: Assessor Jerry White, Commissioner Jeffery Zimmerman, Prosecutor Benjamin Allen

IAC: Executive Director Seth Grigg attended by phone for Agenda Item G-1.

Guests Present: Marc Kilmer, Caleb Davis, Len Crosby, Tom Freeman

B. Introductions: There are new namecards for elected officials and state representatives. There will be some color-coded for non-elected officials who are regular attendees.

C. Changes to the Agenda: Agenda Item F5 will be bumped to the top of the section to allow guests from the Idaho Veterans Assistance League to speak.

D. Officer & Sub-Committee Reports

D-1. Secretary Report – Assessor Drake explained the two corrections to the July 11th minutes.

MOTION to approve the July 11th 2025 minutes made by Commissioner Duncan and seconded by Commissioner Mattare, motion carried.

D-2. Treasurer Report – Treasurer Sexton had submitted the Treasurer's Report by email and has been attached to the meeting agenda. There are three checks for approval, one to Commissioner Mattare for the meeting in Boise, a replacement check to Kootenai County, and one for the lunch today. The tip needs to be decided by the group: MOTION to pay up to 15% delivery/tip per Treasurer's discretion made by Commissioner Mattare and seconded by Commissioner Domke, motion carried. \$62.31 was not included in the report yet, to Commissioner Mattare for Uber and a meal. \$205.80 to Kootenai County, and \$274.75 with tip for lunch: MOTION to approve payment of bills made by Commissioner Duncan and seconded by Assessor Drake, motion carried. MOTION to approve November Treasurer's Report as orally amended, made by Assessor Spier and seconded by Commissioner Domke, motion carried.

D-3. Legislative Committee Report – Commissioner Mattare explained that instead of selecting five resolutions for the upcoming session, they selected priorities which could have overlapping resolutions.

Increased fiscal transparency & accountability – to show what state mandated county services are actually costing. Diversifying County Revenues – Identifying alternative funding sources such as lodging and sales taxes but also fees, to reduce reliance on property taxes. Strengthen local choices in federal land use issues – Codify the standing of commissioners as local land use experts. Enhance public transparency – allowing public notices to be posted on County and/or State websites instead of in newspapers with associated costs and declining

readership. Impact Fees is an issue which wasn't selected as a priority but is important to Kootenai County. ~~Cities are currently able to nullify County imposed impact fees, essentially preventing courthouses & jails from being properly funded.~~

Commissioner Domke questioned the possibility of HB180 corrections or reversal. This dealt with telecom towers. Commisisoner Mattare replied that is part of the policy but not selected as an IAC priority for this session. MOTION to accept the Legislative Committee Report as presented, made by Clerk Rosedale and seconded by Commissioner Eberlein, motion carried.

D-4. Budget Committee Report – Treasurer Sexton noted that the final 2024-2025 budget is attached to the agenda. The proposed budget for 2025-2026 carries over the same expense totals unless changes are requested. Commissioner Mattare moved to transfer the balance. Motion was tabled to Agenda Item F-1.

D-5. IAC Report – Clerk Poston was unable to attend and had emailed that there were no updates to discuss.

D-6. GEM Plan Update – Clerk Poston emailed to report that costs are continuing to go up and GEM rates ~~increased the 4% as indicated for budgets starting 10/1/25.~~

E. Officer & Sub-Committee Reports

E-1. Assessors: - Assessor White spoke of the Assessors Association working with the Treasurers to plan for much-needed updates to the CAMA (computer assisted mass appraisal) and tax software systems. Counties reply on support from the Tax Commission but that they are struggling with state budget cuts. The next Assessor meeting will be Dec. 2, before the Associated Taxpayers meeting. Another CFTM (committee on forestland taxation methodology) will be the day before with the Tax Commission. Assessors also communicate regularly through group emails.

E-2. Clerks: - Clerk Rosedale discussed the completion of County budgets. The Clerk & Records conference was held in August. Clerks also met at the September IAC Conference, and they held November elections. There was a thin turnout and it's always interesting how big measures are passed even with so few voters, because the required ratios for majority doesn't change.

E-3. Coroners: - Coroner Nordin emailed her report which included the Coroner Association meeting in September. Bonner County Coroner Robert Beers was elected to Vice President of the Association, and Carrie Nordin was elected as Chair for District 1. Coroner Nordin won't be able to make many D-1 meetings in person and knows that many others are in the same boat. She is willing to serve again and appreciates being able to submit reports in written format. The Bonner County Coroner has indicated that they saw a recent batch of toxic fentanyl causing fatalities. Shoshone reported an increase of fatal vehicle accidents and has been reaching out for assistance. Benewah reported that deaths necessitating a Coroner were nearly double year over year.

E-4. Prosecutors: - Prosecutor Marshall was unable to attend and submitted a written report. Their office has finally been able to overcome some staffing issues by identifying and adjusting wages to competitive rates. Prosecutor Mortensen mentioned the effects to his office, that they are very busy and understaffed. He appreciates that they have talented people marching through.

E-5. Sheriffs: – no report

E-6. Treasurers: - Treasurer Sexton reported being able to get tax bills out on time, even with experiencing software issues and ongoing HTR credit not calculating properly, especially when combined with PTR.

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Treasurers will be looking towards the removal of HTR and providing simpler forms of tax relief such as an increase in the homeowners exemption.

F. Business:

F-5. (bumped up in agenda) Idaho Veterans Assistance League – Commissioner Duncan introduced Len Crosby as an IVAL board member and Tom Freeman with Kootenai County Veterans Assistance who is also on the IVAL board. Their aim is to recruit members from the five northern counties to strengthen support for the Veteran’s Home. They work on fundraising and obtaining revenue from various sources, which is used to meet the urgent needs of veterans. A new bus is needed for transporting veterans ~~(costing \$225-250k)~~ which isn’t covered by State or Federal funding. A coordinated effort from all five counties is needed and they are requesting community representatives to attend quarterly meetings at the Veteran’s Home with the next meeting scheduled in January 2026. Elected officials are asked to reach out and appoint representatives to attend. Mr. Freeman provided more details and answered questions. Mr. Crosby noted that IVAL is a 501c3 which has worked 20 years to build a veterans home in this area. They incorporated the newest building ideas. Mr. Freeman included that they are connected with the Idaho Division of Veterans Services and also serve veterans from other counties. They would be happy to arrange a tour of the home. There are volunteer and fundraising opportunities and the money goes to the local home.

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F-1. FY26 Budget Ratification

MOTION by Commissioner Mattare to ratify the 2025-2026 budget, seconded by Commissioner Eberlein, motion carried.

F-2. District Meeting at IAC Midwinter Legislative Conference

Networking is a large part of the conference and some districts put on events. D-1 has historically not participated. Discussion included scheduling issues and being busy making connections down there that can’t be made up here. D-1 has good attendance and members enjoy keeping in touch locally. No additional D-1 meetings were planned for IAC Midwinter at this time.

F-3. Sharing County Professional Services

Counties that are interested in sharing services for land use, HR, legal, or grant assistance should reach out to Commissioner Duncan who can help make connections. Smaller counties can struggle in those areas, but so far IAC hasn’t received much interest. Chairman Allen thought that some counties would be interested in land use assistance and that while ICRMP helps with HR as well, IAC might be able to help fill any gaps. They are still planning how the overall process would work.

F-4. IAC Newsletter for Legislators

The group discussed whether funds should be dedicated towards a newsletter to update legislators with county progress and issues. Commissioner Domke mentioned that legislators can be inundated with information so the ROI might not hit the target. Commissioner Mattare suggested asking them if it would be helpful or not. Treasurer Sexton thought it could be useful for those counties that are unable to schedule as much in-person contact. Clerk LeWan mentioned that their legislators seemed to favor online communication over in-person meetings. Commissioner Domke suggested having a regular contact who could clarify written communication. Commissioner Williams agreed that employing both methods could allow for a more complete understanding but that the email communication still won’t get the same ROI as in-person. The

group consensus is not opposed to a newsletter but not sure if the resources are better spent elsewhere. This question will be posed at the Legislator Luncheon.

F-5. Idaho Veterans Assistance League (moved to top of section F above)

F-6. 2026 Officer Elections

- i. District 1 **Chair** - Motion to appoint **Prosecutor Allen** made by Treasurer Sexton and seconded by Clerk Rosedale, motion carried.
- ii. District 1 **Vice Chair** - Motion to appoint **Commissioner Mattare** made by Commissioner Williams and seconded by Clerk Rosedale, motion carried.
- iii. **Secretary** - Motion to appoint **Assessor Drake** made by Treasurer Sexton and seconded by Commissioner Duncan, motion carried.
- iv. **Treasurer** - Motion to appoint **Treasurer Sexton** made by Commissioner Williams and seconded by Clerk Lewan, motion carried.
- v. **Legislative Committee** (even years) –
 - i. **Chair** - Motion to appoint **Commissioner Mattare** made by Assessor Spier, motion carried.
 - ii. **First Alternate** - Motion to appoint **Commissioner Domke** made by Commissioner Duncan and seconded by Clerk Rosedale, motion carried.
 - iii. **Second Alternate** (non-voting, local representation) - Motion to appoint **Clerk Locke** made by Clerk Rosedale, motion carried.
- vi. **IAC Board Representative** (even years) –
 - i. **Representative** - Motion to appoint **Commissioner Duncan** made by Treasurer Sexton, motion carried.
 - ii. **Alternate** - Motion to appoint **Commissioner Williams** made by Commissioner Duncan and seconded by Clerk Rosedale, motion carried.
- vii. **Budget Committee**
 - i. **Chair** – **Treasurer Sexton** is Chair by default as the District 1 Treasurer.
 - ii. **Committee Members** - Motion to appoint **Assessors Drake and Engelhardt** made by Treasurer Sexton and seconded by Chairman Allen, motion carried.
- viii. **Elected Office Representatives**
 - i. **Assessors** - Motion to appoint **Assessor White** made by Assessor Spier and seconded by Commissioner Williams, motion carried.
 - ii. **Clerks** – Clerk Locke declined nomination and Clerk Poston wasn't present to confirm. Motion to appoint **Clerk Rosedale** made by Commissioner Williams, motion carried.
 - iii. **Coroners** - Motion to appoint **Coroner Nordin** made by Chairman Allen, motion carried.
 - iv. **Prosecutors** - Motion to appoint **Prosecutor Mortensen** made by Commissioner Duncan and seconded by Commissioner Williams, motion carried.
 - v. **Sheriffs** - Motion to appoint Sheriff Norris made by Treasurer Sexton. As there are no Sheriffs in attendance, Chairman Allen will reach out and inform them of the written report option.
 - vi. **Treasurers** - Motion to appoint **Treasurer Sexton** made by Commissioner Duncan and seconded by Clerk Rosedale, motion carried.

G. State Updates:

G-1. IAC: - Executive Director Seth Grigg's flight was cancelled last minute, so he sent a written report and attended by phone. Legislative committee strategies were reviewed with priorities including mitigating the impact of state mandates on counties and identifying non-property tax revenue sources. A county-option lodging tax or potential sales tax could be dedicated to infrastructure. The shortfall in state revenues means that legislators will have to prioritize programs for funding. The Fall County Official Institutes (COI) are

wrapping up. IAC is reaching out to special purpose districts and legislators to attend relevant trainings this year, which has been successful with great turnout. Midwinter Conference is coming up the last week in January with additional workshops. IAC is gathering more information on the general fund impacts to counties from the state budget shortfalls. They are working with our congressional delegation to reauthorize Secure Rural Schools and trying to identify an offset, but not anticipating funding. This would be a large impact with reductions in state funding and loss of SRS. Commissioner Duncan asked for an update on the sharing of professional services. A survey will go out to the membership to identify the needs and interests. A Programs and Services Committee has been established and their goal is to have a list of priorities by April.

G-2. State Public Defender or SPD: - no update

G-3. Sen. Crapo's Office: - no update

G-4. Sen. Risch's Office: - Regional Director Marc Kilmer discussed focusing on SRS funding. The Senate has passed reauthorization, but it's stuck in the House. Our delegation is united on the issue but some eastern colleagues don't understand. The federal government is reopened through January 31st though there is a possibility of another shutdown afterwards.

G-5. Rep. Fulcher's Office: - Regional Director Caleb Davis spoke about working similarly on SRS reauthorization and continuing to pass information on when hearing from from Counties regarding lack of funding.

G-6. Gov. Little's Office: - no update

H. Presentation: - none due to Legislative Luncheon

I. County Reports:

Benewah – Assessor Spier spoke to the struggles of providing services during periods of heavy growth, and the strain it puts on all departments. They have been looking into creative solutions such as holding workshops like Growing Benewah. While many come here expecting no rules, they should expect minimal rules. Holding workshops with local realtors and developers has helped to improve relationships and has been slowly reducing misconceptions.

Bonner – Commissioner Domke said that the Board has been spending time updating land use ordinances & the comprehensive plan. Independent taxing districts are struggling with funding and are warning about the impacts to service levels. This indirectly effects counties by adding complexity to permitting policies. Commissioner Williams added that there is an opportunity to work on grants for help with mental health services. 988 is willing to come up to Bonner County and put on a State training which will be offered in January 12-13th. Hopefully this can help with getting a local chaplain certified. Anyone can sign up to attend the training and learn about both crisis and suicide prevention.

Boundary – Assessor Drake thought that there might be some interest from Boundary County in the sharing of professional services. The County has also recently moved forward to sign a contract with a local company to being work on remodeling the old Safeway building into a new downtown Justice Center.

Kootenai – Commissioner Mattare discussed the area of city impact and what is statutorily allowable versus differing expectations. Cities haven't completed ordinances and Clerk Locke mentioned that compliance is due by the end of the year. Commissioner Duncan discussed outgrowing their 911 center and the need to make some choices on whether to put effort into the old building or look to something new.

Shoshone – Commissioner Zimmerman spoke of appointing a new Sheriff and that the UnderSheriff has resigned. The lack of SRS funding has really hurt, and they've had to lay off people in the roads department which effects budgeting for all departments.

J. Public Comment – none.

Treasurer Sexton presented the final bills to Kootenai County for snacks & drinks today for \$69.62 and \$20.66 to Michelle George. MOTION by Clerk Rosedale to approve the bills, seconded by Commissioner Duncan, motion carried. MOTION to approve up to \$1500 for upcoming legislative committee travel, made by Commissioner Duncan and seconded by Clerk Locke, motion carried.

K. Upcoming Meetings: 2026 Regular Meeting Dates: January 16th / April 10th / July 10th / November 6th
Next Fall legislative luncheon date: November 6, 2026

L. Adjourn: Chairman Allen ordered the meeting adjourned at 11:52 a.m.
Attachments: Treasurer Report, 2025-2026 Budget, Legislative Luncheon Agenda

IAC DISTRICT 1 - 2025 OFFICERS

Chair – Benjamin Allen Shoshone County Prosecutor	Secretary – Olivia Drake Boundary County Assessor
Vice-Chair – Asia Williams Bonner County Commissioner	Treasurer – Sara Sexton Benewah County Treasurer
Legislative Representative – Bruce Mattare Kootenai County Commissioner	IAC Representative - Glenda Poston Boundary County Clerk
1st Alt. Legislative Representative - Phil Lampert Benewah County Commissioner	Alternate IAC Representative – Marc Eberlein Kootenai County Commissioner
2nd Alt. Legislative Representative – David Dose Shoshone County Commissioner	Gem Plan Representative - Glenda Poston Boundary County Clerk

Elected Office Chairs

Assessor:	Jerry White	Prosecutor:	Louis Marshall
Clerk:	Mike Rosedale	Sheriff:	Bob Norris
Coroner:	Carrie Nordin	Treasurer:	Clorissa Koster

IAC DISTRICT 1 - 2026 OFFICERS

Chair – Benjamin Allen Shoshone County Prosecutor	Secretary – Olivia Drake Boundary County Assessor
Vice-Chair – Bruce Mattare Kootenai County Commissioner	Treasurer – Sara Sexton Benewah County Treasurer
Legislative Representative – Bruce Mattare Kootenai County Commissioner	IAC Representative – Leslie Duncan Kootenai County Commissioner
1st Alt. Legislative Representative – Brian Domke Bonner County Commissioner	Alternate IAC Representative – Asia Williams Bonner County Commissioner
2nd Alt. Legislative Representative – Jennifer Locke Kootenai County Clerk	Gem Plan Representative - Glenda Poston Boundary County Clerk

Budget Committee: Treasurer Sara Sexton, Assessor Olivia Drake, Assessor Dennis Engelhardt

Elected Office Chairs

Assessor:	Jerry White	Prosecutor:	Stanley Mortensen
Clerk:	Mike Rosedale	Sheriff:	pending
Coroner:	Carrie Nordin	Treasurer:	Sara Sexton