



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

AMENDED
Business Meeting
February 07, 2023
2:00 PM

451 N. Government Way, Administration Building, Meeting Room 1A/B

A. Call to Order

B. Moment of Silence

C. Pledge of Allegiance

D. Changes to the Agenda (Action)

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.

1. KC Republican Lincoln Day Event, Feb 11, 2023 / Kootenai County Republican Central Committee / Sheriff/Patrol (Action)

Lt. Zach Sifford
and Sheriff Norris

E. Approve Meeting Minutes (Action)

2. 01/12/2023 Community Development Public Hearing Minutes
3. 01/12/2023 Human Resources: Personnel Changes Minutes
4. 01/17/2023 Business Meeting Minutes
5. 01/17/2023 Status Update Minutes
6. 01/18/2023 Elected Officials Minutes
7. 01/19/2023 Human Resources Minutes
8. 01/24/2023 Business Meeting Minutes

9. 01/25/2023 Justice Center Expansion Minutes

10. 01/26/2023 Community Development Minutes

F. Approve Consent Calendar (Action)

11. Assessor Adjustment to Tax-Valuation

12. Assessor Valuation Amendment

13. Assessor Valuation Amendment

14. Assessor Valuation Amendment ARC

15. Treasurer's Monthly Report For November 2022

16. Treasurer's Settlements and Statements Report For December 2022

17. Hayden Area Regional Sewer Board (HARSB) Payment Approval Forms / AQUA Engineering / H.D. Fowler / Strata / J-U-B Engineering / Hayden Ace Hardware / Citibank Costco / Panhandle Area Council / Cole Industrial / TML Construction/

18. Approve Request for 29 Patrol Vehicles / KCSO

19. Reappointments to Waterways Advisory Board / Torgerson / Pelissero

20. Kennel License Renewal / Isham

21. Human Resources PAF/SCF Report for 2023 PP4 Week 1

22. BOCC Signatures for Indigent Cases: 1/19/2023 - 1/25/2023

G. Approve Payables List (Action)

23. Payables List for January 30-February 3, 2023

H. Business

24. Board Approval Request: Request for Residual Surplus funds to State of Idaho for unclaimed property / Treasurer (Action) Kelly Wuest / Amy Sweet

25. Board Approval Request: Claims for Surplus funds from Tax Deed Auction / Treasurer (Action) Kelly Wuest / Amy Sweet

26. Board Approval Request: Sponsor Certification/Taxiway N Rehab / Airport (Action) Steven Kjergaard

- | | | |
|-----|---|-------------------------------------|
| 27. | Board Approval Request: Sponsor Certification/Construct SRE Building / Airport (Action) | Steven Kjergaard |
| 28. | Board Approval Request: Sponsor Certification/Runway 6/24 Rehab & Taxiway B4 / Airport (Action) | Steven Kjergaard |
| 29. | Grant Application / AIP 3-16-0010-05X-2023-Construct Snow Removal Equipment (SRE) Building / Federal Aviation Administration (FAA) \$465,943 / Cash Match \$23,297 / Airport (Action) | Steven Kjergaard |
| 30. | Grant Application / AIP 3-16-0010-05X-2023-Rehabilitate Runway 6/24 and Construct Taxiway B4 / Federal Aviation Administration (FAA) \$5,469,000 / Cash Match \$273,450 / Airport (Action) | Steven Kjergaard |
| 31. | MOA for Use of Office Space / Idaho Department of Corrections / Specialty Court (Action) | Karlene Behringer |
| 32. | Asset Disposition Services Agreement / PropertyRoom.com / Resource Management Office (Action) | Chad Ingle |
| 33. | Grant Agreement # CLG 2022-04 / CLG Memorandum of Agreement / Idaho State Historical Society \$15,000 / In Kind Match HPC Voluntary Contributions \$15,000 / Resource Management Office (Action) | Jody Bieze |
| 34. | Grant Application / FFY24 2024 5339 Grant Application / Idaho Transportation Department (ITD) \$95,000 / In Kind Match Kootenai County and Partner Agencies \$23,750 / Resource Management Office (Action) | Jody Bieze or
Chad Ingle |
| 35. | Kootenai County CLFRF Subaward Agreement / CDAIDE INC / Resource Management Office (Action) | Kaitlin Smith or
Dorian Komberec |
| 36. | Board Approval Request: Fleet Management Committee, Approval of updated Policy / Adult Misdemeanor Probation (Action) | Keith Hutcheson,
Director |
| 37. | MOU Renewal for C'dA Library Emergency Facility Use / Kootenai County/ City of Coeur d'Alene / Office of Emergency Mgmt (Action) | Sarah Loffredo |
| 38. | Grant Agreement (Use) # EMW-2022-SS-00109 / Hauser Lake Fire Protection District Six (6) Motorola APX8000 Portable Radios / Idaho Office of Emergency Management \$48,848.70 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 39. | Grant Agreement (Use) # EMW-2022-SS-00109 / Post Falls Police Department Internal Security System / Idaho Office of Emergency Management \$55,642 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |

- | | |
|--|-----------------------|
| 40. Grant Agreement (Use) # EMW-2022-SS-00109 / Hayden Lake Police Department Soft Ballistic Shields / Idaho Office of Emergency Management \$7,000 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 41. Board Approval Request: Issuance of an order directing the Sheriff to impound dogs / Sheriff/Patrol (Action) | Sandra Osburn,
ACO |
| 42. Board Approval Request: Memorandum of Understanding / Kootenai Fire & Rescue Lease Funds / North Idaho Fair Board / Fairgrounds (Action) | Alexcia Jordan |
| 43. Approval of Data Extract and Confidentiality Agreement / Edison Health Solutions, LLC; Wellnecity, LLC, Regence BlueShield / Human Resources (Action) | CK Kirkpatrick |
| 44. Board Approval Request: Great Floors bid to replace carpet in court room 12, at the Sheriff's Office / Building and Grounds (Action) | Greg Manley |
| 45. Board Approval Request: Tax Deed Bid / AIN 337622 / Harvey / BOCC (Action) | BOCC |
| 46. Board Approval Request: Tax Deed Bid / AIN 135251 / Englestad / BOCC (Action) | BOCC |
| 47. Advisory Board - Appointment / Brian Cleary / Airport - Term Ending 12-31-25 / BOCC (Action) | Jonathan Gillham |
| 48. Advisory Board - Appointment / Christopher Nordstrom / Airport - Term Ending 12-31-23 / BOCC (Action) | Jonathan Gillham |
| 49. Advisory Board - Appointment / Steven Anderson / Airport - Term Ending 12-31-24 / BOCC (Action) | Jonathan Gillham |
| 50. Advisory Board - Appointment / Michael Henkoski / Airport - Term Ending 12-31-23 / BOCC (Action) | Jonathan Gillham |
| 51. Board Approval Request: Candidates for City of Hayden Representative / Airport Advisory Board / Term Ending 12/31/2025 / Roetter / DePriest / White / Saterfiel / BOCC (Action) | BOCC |
| 52. Resolution 2023-14 / Corrected Resolution 2022-108 / Surplus Equipment / Asset Deletion / Veterans Services Office / BOCC (Action) | BOCC |
| 53. Board Approval Request: Approve Ballot Order per I.C. 34-902/ March 14, 2023 Consolidated Election / Elections (Action) | Asa Gray |
| 54. Resolution 2023-15 / Designate Polling Places I.C. 34-302/ March 14, 2023 Consolidated Election / Elections (Action) | Asa Gray |

- | | |
|--|---------------|
| 55. Resolution 2023-18 / Approved of Revised Policy #213 - Alternative Work Schedules / Human Resources (Action) | Dorothy Cross |
| 56. Resolution 2023-19 / Approval of Revised Holiday Policy #312 / Human Resources (Action) | Dorothy Cross |
| 57. Status Update Pending (Discussion) | Leslie Duncan |

I. Public Comment (Discussion)

This section is reserved for citizens wishing to address the Board regarding a county related issue.

J. Adjourn

To attend this meeting remotely:

- The live meeting can be viewed at <https://www.youtube.com/KootenaiCountyIdaho>
- To participate or listen via telephone dial (339) 207-6050
- Please be sure to keep your devices on mute to limit background noise.

February 07, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion	X	X	X	<p>11/2 - Addition to west side of Justice Bldg. Funding from ARPA. Start CMGC RFQ process with Cory Trapp.</p> <p>11/9 - No update.</p> <p>11/16 - Leslie meeting with EOs. Will tour Ada courthouse Nov 19.</p> <p>11/23 - Toured Ada Courthouse and met with LCA. Amendment coming to cover change from stand alone building to Justice Center expansion.</p> <p>11/30 - Amendment signed and designs expected in February.</p> <p>1/11 - LCA to meet with stakeholders in Jan, then the BOCC.</p> <p>1/25 - Stakeholder meeting Jan 27.</p> <p>2/1 - LCA meeting with the BOCC Feb 18.</p> <p>2/22 - LCA working on elevations, BOCC working on funding after ARPA March.</p> <p>3/22 - LCA presenting elevations April 13. ARPA presenting by first week April.</p> <p>4/19 - RFQ publish date May 3rd, response date May 24th.</p> <p>4/26 - RFQ is with legal. Will be sent to BOCC before publish.</p> <p>5/3 - RFQ published. Bids due May 24th</p> <p>5/24 - RFQ deadline extended to June 7th</p> <p>6/7 - Two RFQs received. Scoring process in the next two weeks.</p> <p>6/14 - Waiting for responsive determination from legal then scoring will start.</p> <p>6/21 - Both bids responsive. Scoring this week, then interviews week of July 11.</p> <p>6/28 - Interviews for July 14th, then finalize scoring.</p> <p>7/12 - Interviews set for July.</p> <p>7/19 - Interviews were moved to August 1.</p> <p>8/2 - Interviews were held August 1. Scoring will be done Aug 4 or Aug 8.</p> <p>8/9 - Bouten chosen as CM/GC. Next step, meet with Cory Trapp & Bouten to document scope of work.</p> <p>8/16 - Scope of work discussed. Choose Commissioner for</p> <p>8/23 - Bring forward agreement - Choose Commissioner for negotiations</p> <p>8/30 - Duncan chosen to negotiate with Bouten</p> <p>9/6 - Legal reviewing standard contract then negotiations will start.</p> <p>9/27 - Negotiations scheduled for October 3rd.</p>

February 07, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion (cont.)		X	X	<p>10/4 - Bring updated cost estimate before the BOCC as legal continues with contract.</p> <p>10/18 - Update from Cory Trapp and Ken Gallegos on meeting with City of CdA.</p> <p>11/1 - Contracts are close to review.</p> <p>12/6 - Bouten ready for negotiations this week or next.</p> <p>12/13 - Negotiation complete, contract next business meeting.</p> <p>12/20 - Contract signed. Bouten will work to bring costs down on total project.</p> <p>12/27 - LCA updated contract approved by BOCC.</p> <p>1/3 - Bouten kick off meeting being scheduled.</p> <p>1/10 - Meeting scheduled for Jan 25th.</p> <p>1/24 - Meeting tomorrow for initial kickoff.</p>
5/24/2021	Impact Fees			X	<p>12/6 - Bill will reach out to Mayors. Public hearing to be scheduled.</p> <p>12/13 - Bill will reach out to Mayors this week.</p> <p>12/20 - Bill spoke to Anne Westcott regarding contacting Mayors.</p> <p>12/27 - Bill will contact Mayors after the holidays.</p> <p>1/3 - No one contacted.</p> <p>1/10 - Bill will make contact with Mayors by the end of February.</p>