



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Business Meeting Agenda September 28, 2021

2:00 p.m.

**451 N. Government Way
Meeting Room 1A/B**

- A. Call to Order
- B. Pledge of Allegiance
- C. Approve Consent Calendar (Action – items to be approved listed below)
- D. Approve Payables List (Action)
- E. Changes to the Agenda (Action)
- F. Action Items:
 - 1. Open/Requests for Proposals/Towing Services/KCSO
 - 2. Professional Services Agreement/Parametrix/Solid Waste
 - 3. Policy 930/Authorization to Expend FY22 BOCC Approved Items in Excess of \$10,000.00/Parks & Waterways
 - 4. Termination of Lease/Krier/Airport
 - 5. Work Order 20-002A/Amendment/Runway Decouple/Electrical Phase/Design and Construction Administration Services/T-O Engineers/Airport
 - 6. Grant Agreement/FAA Airport Improvement Program (AIP) 3-16-0010-052-2021/Airport
 - 7. Agreement/Provide Law Enforcement Services/City of Hayden/KCSO
 - 8. Agreement/Maintenance Fees/NEOGOV/Information Technology
 - 9. 2021 Subrecipient Agreement/Emergency Management Performance Grant (EMPG)/Office of Emergency Management
 - 10. Approval/Use of FY21 Coroner Funds/Refrigerated Morgue Trailer/Coroner

In accordance with the Governor's stay at home order and proclamation allowing public meetings to be conducted remotely, the meeting will be live streamed on the County website using YouTube.

- The live meeting can be viewed at <https://www.youtube.com/kootenaicountyidaho>
- To participate or listen via telephone dial (205) 825-9699
- Please be sure to keep your devices on mute to limit background noise.

Kootenai County does not discriminate against individuals or groups on the basis of disability in the admission access to, or treatment in, its public meetings, programs, or activities. Requests for assistance or accommodations can be arranged by contacting the Board of County Commissioners Office at (208) 446-1600.

11. Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan/Resource Management Office
12. Purchase Agreements/(3) 2021 Ford Escapes/Mike White Ford/Juvenile Probation
13. Memorandum of Agreement/Purchase of Bulldozer from Airport/Hayden Area Regional Sewer Board/Board of Commissioners
14. Resolution 2021-86/Set Elected Officials Salaries
15. Resolution 2021-100/Surplus Vehicle/Community Development
16. Resolution 2021-101/Adoption of ADA Transition Plan/Resource Management Office
17. Status Update Pending/Board of Commissioners

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.

H. Adjourn

Consent Calendar

Minutes of Meeting

09/02/21 Community Development Update
 09/09/21 Office of Emergency Management
 09/14/21 Business Meeting
 09/14/21 Public Defense Commission
 09/15/21 Elected Officials

Board Action

Assessor's Adjustment to tax/valuation AIN Nos: 246282; 318767; 206389; 126538; 219440

Coronavirus Aid, Relief and Economic Security (CARES) Act Extended Performance Period/ARPA Taskforce

Coronavirus Aid, Relief and Economic Security (CARES) Act/Remote Work Technology/ARPA Taskforce

Authorization Request for Bad Debt Write Off/Solid Waste

Human Resources/Personnel Changes: Request for New Hire Overlap/Drug Court Coordinator /Specialty Court; Request for Higher Duty Pay/Jail Booking Records Clerk/KCSO; Temporary Conversion/Emergency Communications Officer to Part Time w/PERSI/KCSO; Adopt New Grade/Senior Records Clerk to Jail Purchasing Agent/KCSO; Request to Convert Cadastral Tech II to Cadastral Mapping Specialist 1/Assessor; Request to Convert/Title Clerk II to Title Clerk III/Assessor; Adopt New Grade/Clerks Executive Assistant/HR; Wage Adjustment/Reclassification/Executive Assistant/Auditor; Request/New Hire Overlap of Drug Court Coordinator for Training/Specialty Court; Clarification of Sworn Officer Cost of Living/FY22/HR; FY22 Salary Increases Updates Employee List and Revisions/HR; Compensation Policy 120 Hiring Salary Ranges/HR

PAF/SCF Report: BOCC Review: PP20 Weeks 1 and 2/Human Resources

Status Update Pending Items

September 29, 2021

<u>Date Started</u>	<u>Project</u>	<u>Chris</u>	<u>Leslie</u>	<u>Bill</u>	<u>Status</u>
12/9/2019	Facilities Expansion	X	X	X	4/5 - Meet 4-13, need another floor or will be full when completed 4/19 - Waiting for long range study to come back 5/3 - May 13&14 LCA meeting with Cory for long range plan 5/17- Waiting for Long Range Plan to be completed 5/24 - Meeting late June to go over Long Range Plans 6/14 - June 23 meeting with LCA for Long Range Plan 7/6 - Final plan expected at the end of July. ARPA funding answers September 7/20 - Waiting to schedule meeting with LCA for final plan 8/3 - Aug 19th meet with LCA for long range plan 8/24 - ARPA answers to expansion end of September 9/14 - Leslie to meet with KCSO re: options 9/21 - Meetings scheduled with KCSO
12/10/2019	PAC Airport Lease			X	3/8 - Steven reviewing proposal by PAC. 4/5 - Steven negotiating 5/3 - Bill will reach out to Steven 5/10 - Steven still waiting on Wally 5/17 - Bill to touch base with Steven 5/24 - Steven was out last week 6/21 - No update 7/20 - No update 8/3 - Steven negotiating however people are on vacation 8/10 - Still negotiating 8/24 - Bill will talk with Steven and try to move forward 8/31- Steven on vacation 9/7 - Bill on vacation
12/23/2020	Financial Snapshot	X	X	X	12/23 - Updates from Dena 1/4 - First Status Update of the month we'll receive financial updates 7/26 - Next update August 3 8/3 - 3rd quarter update given 8/24 - Will be at end of business meeting September 7 9/7 - 91% marker and 74% spent county wide
5/24/2021	Impact Fee Analysis			X	5/24 - Bill to work on this week 6/21 - No update 7/6 - No update 7/20 - No update 7/26 - Bill working with David Callahan on a resolution 8/3 - Delayed due to people on vacation 8/10 - Bill Gave Boise example 8/24 - Put on hold for 2 months. Bill will contact Galena Group out of Boise

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8/24/2021	North Lot land sale		X		8/24 - Greg to get price estimate and BOCC to approach owners of adjacent lots 8/31 - Chris had conversation with Widmyer & told him \$3.50-7 per square foot. Waiting for a response. Will build fence if Conservatory doesn't purchase 9/7 - Chris to follow up with Widmyer 9/21 - No response from Widmyer
9/7/2021	Skeet & Gun Club				9/14 - Request for long term lease. Waiting on land appraisal 9/21 - Skeet club to present lease to BOCC to start negotiations. Still waiting on appraisal