



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

November 21, 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.

E. Public Comment (Discussion)

F. Approve Meeting Minutes (Action)

1. 09/21/2023 ARPA-CSLFRF-LATCF Minutes
2. 10/17/2023 Status Update Minutes
3. 10/17/2023 Solid Waste Minutes
4. 10/19/2023 Human Resources Minutes
5. 10/27/2023 Facilities Director Interviews Minutes
6. 11/13/2023 Executive Session 74-206(1)(b) Minutes

G. Approve Consent Calendar (Action)

7. Assessor Valuation Amendment 11-7-2023
8. Letter of Intent / Ziplly Fiber / RMO

9. Cell Phone Stipend Request / Masters / BOCC
10. Canvass of Election / November 2023
11. 2022 Board of Equalization Appeals
12. BOCC Signatures for Indigent Cases: 11/09/2023 - 11/15/2023
13. Human Resources PAF/SCF Report for 2023 PP24 Week 2

H. Approve Payables List (Action)

14. Payables List for November 13-17, 2023

I. Business

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| 15. Electronic Media Release / Jacob's Engineering / Solid Waste (Action) | John Phillips |
| 16. Termination of Ground Lease AAL-2017-500 T-hangar termination / Dennis Staver / Airport (Action) | Kim Stevenson |
| 17. Financial/Budget: Request to purchase and replace two transport vehicles utilizing tobacco funds / Juvenile Detention (Action) | Eric Sheffield |
| 18. Board Approval Request: Owner Authorization for the City of Hayden / Kootenai North / Old KEC Building / Sheriff (Action) | William Klinkefus |
| 19. Grant Award # EMW-2023-SS-00078 / FY23 Subrecipient Agreement State Homeland Security (SHSP) Grant Award / Federal Emergency Management Agency (FEMA) \$228,457.12 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 20. Grant Award # EMS-2023-00003 / FY23 Subrecipient Agreement Emergency Management Performance Grant (EMPG) Award / Federal Emergency Management Agency (FEMA) \$100,356.21 / Cash Match OEM A&B Budget \$100,356.21 / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 21. Grant Application / 5307 Training / Federal Transit Administration (FTA) \$10,000 / Cash and In Kind Match \$2,500 / Resource Management Office (Action) | Chad Ingle |
| 22. Kootenai County Public Transportation FY24 Letters of Agreement - Cash Match Funding / Cities of Coeur d'Alene, Post Falls, Hayden, Dalton Gardens, Huetter / Resource Management Office (Action) | Chad Ingle |
| 23. Board Approval Request: Closeout - JDC HVAC Replacement - ARPA & Tobacco Funded / Apollo Mechanical Contractors / Resource Management Office (Action) | Dorian Komberec
or Kaitlin Smith |
| 24. Amendment to ARPA SLFRF Subaward Agreement - Premium Pay: Direct Care Retention Bonuses / Wellspring Meadows Inc / Resource Management Office (Action) | Dorian Komberec |

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|--|------------------------|
| 25. ARPA SLFRF Subaward Agreement - Negative Economic Impact: Sign-on Bonuses / Wellspring Meadows Inc / Resource Management Office (Action) | Dorian Komberec |
| 26. Board Approval Request: Accounting Manager Position Overlap / Auditor (Action) | Brandi Falcon |
| 27. Board Approval Request: Recertification of TY2023 L1 / Auditor (Action) | Alicia N Lynch |
| 28. Offer to Purchase Tax Deed - Sealed Bid / AIN# 242501 / Doll (Action) | BOCC |
| 29. Resolution 2023-85 / Treasurer Authorization / Waiving of Penalties / Treasurer (Action) | Steve Matheson |
| 30. Status Update Pending (Discussion) | Board of Commissioners |

J. Public Comment (Discussion)

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

K. 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.

November 21, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion		X	X	6/5 - Meeting June 26th. 6/27 - Three phase constrction approved. 7/5 - Working group meeting July 17. 7/25 - Aug set for next update with Bouten & LCA. 8/8 - Aug 14th Facilities Working Group. Aug 24th next meeting with Bouten and LCA. 8/16 - Received bids for Justice Building Expansion Work. 8/22 - Waiting for ground breaking date confirmation. 8/29 - No update 9/5 - Approved work package one of expansion. 9/12 - Approved Commerical permit for work package two. 9/19 - Opened phase 2 bids in Business Meeting. 10/3 - Plans to review funding source options with Auditor. 10/10 - Public Hearing set for 10/16 with Bouten to present to BOCC on 10/17. 10/17 - RMO to provide weekly updates on cost of building. 10/24 - Weekly meeting on 10/26 10/31 - Meeting on 11/3 to decide interior of building. 11/7 - Interior selections to be made by 11/8. 11/14 - Interior selections made on 11/8.
5/24/2021	Impact Fees			X	5/2 - Per Anne Wescott, do not include Coroner project in impact fees. 5/9 - Review letter to Mayors. 5/16 - Letter finalized to be sent to Mayors. 5/24 - Letter to be sent this week. 5/30 - Most recent fee document to be attached to letter. 6/5 - Per Bill, everything sent out. 6/13 - Bill will verify everything was sent out. 6/27 - Hasn't heard anything. 7/11 - Bill will schedule a meeting with Hayden Mayor. 7/18 - Bill has meeting July 20 with Hayden Mayor. 7/25 - Meet with all Mayors suggested. 8/01 - Recd Letter from PF&Rathdrum Mayors. Will set up meeting with all of the Mayors. 8/08 - Meeting with Mayors Aug 15th. 8/16 - Following up with Galena Consulting. 8/22 - Adjustment to jail fees. Park fees for city/county seperate. 8/29 - No update 9/5 - Discuss at Status Update and schedule follow up meeting with Mayors. 9/12 - Mayors meeting scheduled for 10/4/23. 10/10 - Amended documents went to Mayors, have received feedback from one. 10/17 - Feedback received was sent to legal for opinion. 11/7/23 - Asked legal to call Rathdrum Attorney to clarify. 11/14 - Waiting for legal

November 21, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
6/13/2023	Jail Pods			X	6/13/23 - Bill will follow up with process. 6/27 - Bill will check with Cpt Hyle on status. 7/5 - Bill had not reached out to Cpt Hyle. 7/25 - Close to sending out for bid. 8/01 - RMO working on RFP 8/8 - RFQ to be published Aug 18th. 8/22 - RFQ to be published Aug 25th. 8/29 - No Update 9/5 - RFQ due back October 3, 2023. 10/3 - Received bids. 10/10 - Sheriff's Office to move forward with selecting a contractor for the project. 10/17 - Working with Tom Reed to get an RFQ for contractor led design build. 10/24 - Meeting 10/27 to address legal opinion. 11/14 - Waiting for RFQ to be completed.
10/3/2023	ARPA Projects	X			10/3 - RMO gave overview of projects with the following being completed and closed out: EMS, CDAide Care Program and On Site for Seniors. 10/10 - Jail Generator: RFQ to be released 11/15. Children's Village: revised application expected 10/13. Admin HVAC: RFQ responses due 11/7. JDC HVAC: work complete, project to be closed out after final approval of work. 10/17 - JDC HVAC: final approval of work issued Children's Village: revised application received 10/13 Justice Building: Avista to perform conduit relocation week of 10/23. 10/24 - Wellspring Meadows: legal review Children's Village: will go to legal on 11/10. 11/7 - Children's Village: present legal opinion to BOCC on 11/21. Admin HVAC: BOCC received 2 bids. JDC HVAC: Project set to closeout 12/31. Wellspring Meadows: present legal opinion to BOCC on 11/21. 11/14 - Jail Generator: RFQ released for Design/Engineering.
10/17/2023	PMR		X		10/17 - Letter of intent sent today for lease of building. 10/31 - In negotiations for lease of building. 11/7 - Negotiations complete, proposed lease to be sent to legal. Dr to be placed on retainer beginning 1/1/24. 11/14 - Waiting for final lease agreement from Realtor.