



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

December 27, 2022

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. Approve Meeting Minutes (Action)

1. 12/07/2022 Requests for Cancellation of Taxes Minutes
2. 12/08/2022 Human Resources Minutes
3. 12/13/2022 Business Meeting Minutes

F. Approve Consent Calendar (Action)

4. Assessor Allow Homeowner Exemption
5. Kennel License Renewal / Fowler Farms Doggie Daycare
6. BOCC Signatures for Indigent Cases: 12/15/2022 - 12/21/2022
7. Community Development Document Ordinance 580
8. Taxes - Request for Cancellations Resolution 2022-105 / Cancellation

of Taxes, Penalties & Interest / Northwest Place LLC aka HK Holding
LLC / AIN 214962

9. Human Resources PAF/SCF Report for 2023 PP01 Week 1

G. Approve Payables List (Action)

10. Payables List for December 19-23, 2022

H. Business

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| 11. Contract / 911 UPS Replacement / Insight Public Sector, Inc. / 9 1 1
(Action) | Alan Mallory |
| 12. Financial/Budget: Athol Rural Site Paving Request / Solid Waste
(Action) | John Phillips |
| 13. Development and Ground Lease AAL-2022-2200 Hangar development
/ Timberland Construction Services LLC / Airport (Action) | Kim Stevenson |
| 14. Lease Addendum AAL-2020-601 Adjust project costs / CDA Jet
Center, LLC / Airport (Action) | Kim Stevenson |
| 15. Ground Lease AAL-2022-410 Ramp / CDA Jet Center, LLC / Airport
(Action) | Kim Stevenson |
| 16. Ground Lease AAL-2022-400 Ramp / Triple Flight, LLC / Airport
(Action) | Kim Stevenson |
| 17. Ground Lease AAL-2022-700 Hangar purchase / Triple Flight, LLC /
Airport (Action) | Kim Stevenson |
| 18. Change Order No. 4-Gulfstream Rd / LaRiviere Inc / Airport (Action) | Steven Kjergaard |
| 19. Additional Services Authorization No. 3/Gulfstream Rd & Utility
Extension / T-O Engineers / Airport (Action) | Steven Kjergaard |
| 20. Development and Ground Lease AAL-2022-2800 Lease Agreement /
Avports COE LLC / Airport (Action) | Steven Kjergaard |
| 21. Board Approval Request: Transfer of Funds from Maintenance B
Budget to C Budget. / Sheriff (Action) | Thomas Reed |
| 22. Bus Shelter Engineering and Design/Agreement for Professional
Services / J-U-B / Resource Management Office (Action) | Jody Bieze |
| 23. Riverstone Transit Center Phase II Change Order 01 / Idaho Stage
Construction / Resource Management Office (Action) | Jody Bieze |

24. Grant Application / FY23 CLG / Idaho State Historic Preservation Office (SHPO) \$1,500 / In Kind Match Volunteer Hours/HPC Budget \$2,200 / Resource Management Office (Action) Jody Bieze
25. RV Park Phase IV Change Order #3 / Stewart Contracting, Inc. / Resource Management Office (Action) Jerry Johnson or Kim Riley
26. Board Approval Request: Bus Stop Improvements Retention Payment / Interstate Concrete / Resource Management Office (Action) Dorian Komberec or Jody Bieze
27. Grant Agreement # CLG-2021-05 / Cougar Gulch Study and Idaho Heritage Conference / Idaho State Historic Preservation Office \$14,403.32 / In Kind Match Volunteer Hours \$14,403.32 / Resource Management Office (Action) Jody Bieze
28. Revised agreement between Kootenai County and Lombard-Conrad Architects, P.C. for design of the Kootenai County Justice Building Expansion / Lombard-Conrad Architects, P.C. / Resource Management Office (Action) Dorian Komberec or Jody Bieze
29. Independent Contractor Agreement / Kim Riley / Resource Management Office (Action) Jody Bieze
30. Master Service Agreement with Fatbeam, LLC for Phone Internet Connection / Fatbeam LLC / Information Technology (Action) James Martin
31. Service Order Request with Fatbeam LLC / Fatbeam LLC / Information Technology (Action) James Martin
32. Uprise EAP Contract Renewal / Uprise Health / Human Resources (Action) Sylvia Proud
33. Contract - Westlaw Edge Migration / Thomson Reuters / Prosecuting Attorney/Civil (Action) Pat Braden
34. Advisory Board - Appointment / Linda Ely / Noxious Weed - Term Expiring 12/31/2024 / BOCC (Action) Jonathan Gillham
35. Advisory Board - Appointment / Kristy Johnson / Aquifer Protection District - Term Expires December 31, 2025 / BOCC (Action) Jonathan Gillham
36. Advisory Board - Appointment / Alyssa Gersdorf / Aquifer Protection District - Term Expires December 31, 2025 / BOCC (Action) Jonathan Gillham
37. Advisory Board - Appointment / Suzanne Scheidt / Aquifer Protection District - Term Expires December 31, 2025 / BOCC (Action) Jonathan Gillham
38. Advisory Board - Appointment / Linda Rider / Natural Resource - Term Expires December 31, 2025 / BOCC (Action) Jonathan Gillham

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| 39. Advisory Board - Appointment / Chris Schnepf / Natural Resource -
Term Expires December 31, 2025 / BOCC (Action) | Jonathan Gillham |
| 40. Advisory Board - Appointment / Wayne Wakkinen / Natural Resource -
Term Expires December 31, 2025 / BOCC (Action) | Jonathan Gillham |
| 41. Advisory Board - Appointment / Courtney Beebe / Historic Preservation
Commission - Term Expires December 31, 2025 / BOCC (Action) | Jonathan Gillham |
| 42. Advisory Board - Appointment / Russell Brown / Historic Preservation
Commission - Term Expires December 31, 2025 / BOCC (Action) | Jonathan Gillham |
| 43. Financial/Budget: Fund Balance Transfer Request / County Assistance
(Action) | Jennifer Locke |
| 44. Resolution 2022-109 / FY22 Unanticipated Revenue Resolution /
Auditor (Action) | Brandi Falcon |
| 45. Resolution 22-110 / Savin Duplicator 3590DNP deletion / Mail and
Reprographics Center (Action) | David Reid |
| 46. Board Approval Request: Ratify / Resolution 2022-89 / Adjust Taxes to
Reflect Circuit Breaker / AIN 185600 / Kane / BOCC (Action) | BOCC |
| 47. Board Approval Request: Ratify / Resolution 2022-90 / Adjust Taxes to
Reflect Circuit Breaker / MacWherter / AIN 309864 / BOCC (Action) | BOCC |
| 48. Board Approval Request: Ratify / Resolution 2022-92 Adjust Taxes to
Reflect Circuit Breaker / Nelson / AIN 112737 / BOCC (Action) | BOCC |
| 49. Board Approval Request: Ratify / Resolution 2022-93 / Adjust Taxes to
Reflect Circuit Breaker / Conner / AIN 243152 / BOCC (Action) | BOCC |
| 50. Board Approval Request: Ratify / Resolution 2022-94 / Adjust Taxes to
Reflect VA Tax Reduction / McDonald / AIN 113671 / BOCC (Action) | BOCC |
| 51. Board Approval Request: Ratify / Resolution 2022-95 / Adjust Taxes to
Reflect VA Tax Reduction / Moore / AIN 192363 / BOCC (Action) | BOCC |
| 52. Board Approval Request: Ratify / Resolution 2022-96 / Adjust Taxes to
Reflect VA Reduction / Owens/ AIN 258178 / BOCC (Action) | BOCC |
| 53. Board Approval Request: Ratify / Resolution 2022-97 / Adjust Taxes to
Reflect Casualty Loss / Porter / AIN 182415 / BOCC (Action) | BOCC |
| 54. Board Approval Request: Ratify / Resolution 2022-98 / Adjust Taxes to
Reflect Casualty Loss / Maykuth / AIN 100563 / BOCC (Action) | BOCC |

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| 54. Board Approval Request: Ratify / Resolution 2022-98 / Adjust Taxes to Reflect Casualty Loss / Maykuth / AIN 100563 / BOCC (Action) | BOCC |
| 55. Board Approval Request: Ratify / Resolution 2022-09 / Adjust Taxes to Reflect Casualty Loss / Hetrick / AIN 121202 / BOCC (Action) | BOCC |
| 56. Board Approval Request: Ratify / Resolution 2022-100 / Adjust Taxes to Reflect Casualty Loss / Krajack / AIN 108928 / BOCC (Action) | BOCC |
| 57. Board Approval Request: Ratify / Resolution 2022-102 / Adjust Taxes to Reflect VA Tax Reduction / Giffin / AIN 148282 / BOCC (Action) | BOCC |
| 58. Board Approval Request: Ratify / Resolution 2022-103 / Adjust Taxes to Reflect VA Tax Reduction / Galletti / 336325 / BOCC (Action) | BOCC |
| 59. Board Approval Request: Ratify / Resolution 2022-104 / Waive Penalties & Interest / RHD LLC / Honesto / AIN 310161 / BOCC (Action) | BOCC |
| 60. 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.

December 27, 2022

<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	11/2 - Addition to west side of Justice Bldg. Funding from ARPA. Start CMGC RFQ process with Cory Trapp. 11/9 - No update. 11/16 - Leslie meeting with EOs. Will tour Ada courthouse Nov 19. 11/23 - Toured Ada Courthouse and met with LCA. Amendment coming to cover change from stand alone building to Justice Center expansion. 11/30 - Amendment signed and designs expected in February. 1/11 - LCA to meet with stakeholders in Jan, then the BOCC. 1/25 - Stakeholder meeting Jan 27. 2/1 - LCA meeting with the BOCC Feb 18. 2/22 - LCA working on elevations, BOCC working on funding after ARPA March. 3/22 - LCA presenting elevations April 13. ARPA presenting by first week April. 4/19 - RFQ publish date May 3rd, response date May 24th. 4/26 - RFQ is with legal. Will be sent to BOCC before publish. 5/3 - RFQ published. Bids due May 24th 5/24 - RFQ deadline extended to June 7th 6/7 - Two RFQs received. Scoring process in the next two weeks. 6/14 - Waiting for responsive determination from legal then scoring will start. 6/21 - Both bids responsive. Scoring this week, then interviews week of July 11. 6/28 - Interviews for July 14th, then finalize scoring. 7/12 - Interviews set for July. 7/19 - Interviews were moved to August 1. 8/2 - Interviews were held August 1. Scoring will be done Aug 4 or Aug 8. 8/9 - Bouten chosen as CM/GC. Next step, meet with Cory Trapp & Bouten to document scope of work.
					8/16 - Scope of work discussed. Choose Commissioner for negotiations.
					8/23 - Bring forward agreement - Choose Commissioner for negotiations
					8/30 - Duncan chosen to negotiate with Bouten
					9/6 - Legal reviewing standard contract then negotiations will start.
					9/27 - Negotiations scheduled for October 3rd.
					10/4 - Bring updated cost estimate before the BOCC as legal continues with contract.
					10/18 - Update from Cory Trapp and Ken Gallegos on meeting with City of CdA.
					11/1 - Contracts are close to review.
					12/6 - Bouten ready for negotiations this week or next.
					12/13 - Negotiation complete, contract next business meeting.
					12/20 - Contract signed. Bouten will work to bring costs down on total project.
5/24/2021	Impact Fees			X	12/6 - Bill will reach out to Mayors. Public hearing to be scheduled. 12/13 - Bill will reach out to Mayors this week. 12/20 - Bill spoke to Anne Westcott regarding contacting Mayors.