

Minutes of Meeting
Business Meeting
March 28, 2023
2:00 p.m.

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Chief Deputy Clerk Grace Blomgren, Finance Director Brandi Falcon, Staff Accountant – Budget Arrow Gidney, Elections Manager Asa Gray, Interim Airport Director Phil Cummings, Juvenile Detention Director Linda Hoss, Juvenile Detention Assistant Director Eric Sheffield, Resource Management Office (RMO) Transit Program Manager Chad Ingle, Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder, Buildings & Grounds (B&G) Operations Manager Greg Manley, KCSO Lieutenant Ryan Higgins, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Senior Business Analyst Nanci Plouffe, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Sierra Hansen. Also present were T-O Engineers Representative Corrie Esvelt-Siegford and Kootenai County Resident Steve Anderson. Mr. Snyder and Mr. Ingle were present via teleconference.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 2:00 p.m.
- B. Moment of Silence**
- C. Pledge of Allegiance:** Kootenai County Resident Steve Anderson led the 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.

There were no changes to the agenda.

- E. Approve Meeting Minutes (Action)**

03/21/2023 Request for Debt Forgiveness 2019-20; 2019-42

Commissioner Bruce Mattare moved that the Board approve item 1, the submitted minutes. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Sierra Hansen called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

- F. Approve Consent Calendar (Action)**

Assessor Adjustment to Tax – Valuation

Assessor Adjustment to Tax – Valuation
 Solid Waste Fee Adjustment
 Tax Charge Correction Only
 Canvass of Election/Consolidated Election/Coeur d’Alene School District/Kootenai Joint
 School District/Lakeland School District/Post Falls School District/March 22, 2023
 Human Resources PAF/SCF Report for 2023 PP7 Week 2
 BOCC Signatures for Indigent Cases: 03/16/2023 – 03/22/2023

Commissioner Brooks moved that the Board approve items 2 through 8 on the agenda, the Consent Calendar. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye
 Commissioner Mattare: Aye
 Chair Duncan: Aye

The motion carried.

G. Approve Payables List (Action)

Commissioner Mattare moved that the Board accept the Payables List for the week of March 20, 2023 through March 24, 2023 in the amount of \$505,221.74, with no jury payments. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye
 Commissioner Mattare: Aye
 Chair Duncan: Aye

The motion carried.

H. Business:

Bid – Opening/TWY N/H/G/L/Aircraft Parking Apron – Pavement Maintenance/Airport (Action)

Commissioner Mattare opened the bid envelopes and Chair Duncan read the bids.

<u>Road Products LLC</u>	
Schedule A	\$240,853
Schedule B	\$42,263
Total AIP (Airport Improvement Plan)	\$283,116
Schedule C – Non-AIP markings	\$7,540
Total	\$290,656

<u>CR Contracting</u>	
Schedule A	\$292,142
Schedule B	\$71,169
Total AIP (Airport Improvement Plan)	\$363,311
Schedule C – Non-AIP markings	\$10,804
Total	\$374,115

American Road Maintenance, Tucson, AZ

Schedule A	\$270,660
Schedule B	\$52,302.50
Total AIP (Airport Improvement Plan)	\$322,962.50
Schedule C – Non-AIP markings	Not Included
Total	N/A

Straight Stripe Painting

Schedule A	\$484,039
Schedule B	\$97,794
Total AIP (Airport Improvement Plan)	Not listed
Schedule C – Non-AIP markings	\$10,910
Total	Not listed

Commissioner Brooks moved that the Board accept the four bids and forward them to Legal and the Airport for review. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Bid – Award/Rehab Rwy 6/24 and Construct Twy B-4/Airport (Action)

Chair Duncan stated that the contract price was \$4,744,444, from Poe Asphalt Paving, Inc.

T-O Engineers Representative Corrie Esvalt-Siegford confirmed that the Airport had a 5% cash match for this project. She added that the notice of award would be subject to the receipt of a federal grant.

Commissioner Mattare moved that the Board approve awarding the bid for Rehab of Runway 6/24 and the construction of Taxiway B-4 to Poe Asphalt Paving, Inc. in the amount of \$4,744,444. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Ms. Esvalt-Siegford exited the meeting at 2:11 p.m.

Development and Ground Lease AAL-2022 – 2600 Hangar Development/Sensor Ave LLC/Airport (Action)

Interim Airport Director Phil Cummings requested the Board's approval of Development and Ground Lease AAL-2022-2600, for hangar development by Sensor Ave LLC. He said the total yearly revenue would be \$3,813.60.

Commissioner Brooks moved that the Board approve Development and Ground Lease AAL-2022-2600 for hangar development for Sensor Ave LLC. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Mr. Cummings exited the meeting at 2:12 p.m.

Proclamation: Declaring April 9 – 15 as National Telecommunicator’s Week/911 (Action)

KCSO Lieutenant Ryan Higgins requested the Board’s approval for a proclamation declaring the week of April 9 through April 15, 2023 as National Telecommunicator’s Week. He described the critical services provided by the 911 operators.

Chair Duncan read the proposed Proclamation into the record.

Commissioner Mattare moved that the Board accept the Proclamation declaring April 9 through April 15, 2023 as National Telecommunicator’s Week for 911. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Board Approval Request per Policy 930/Payment of Election Services/March 14, 2023 Consolidated Election/K & H Integrated Print Solutions/Elections (Action)

Elections Manager Asa Gray requested the Board’s approval, per Policy 930, of payment to K&H Integrated Print Solutions for costs incurred in the March 2023 Consolidated Election, in the amount of \$17,479.70.

Commissioner Brooks moved that the Board approve the request, per Policy 930, for payment of election services for the March 14, 2023 Consolidated Election, to K&H Integrated Print Solutions, in the amount of \$17,479.70. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Approval of Great Floors’ Bid for Flooring of Courtrooms and Judges’ Offices/Buildings & Grounds (Action)

Buildings & Grounds (B&G) Operations Manager Greg Manley requested the Board’s approval of Great Floors’ bid for flooring in the courtrooms and Judges’ offices. He said

the amount was \$10,178.03, which would be paid from funds set aside for the B&G Five Year Plan. He confirmed the money came from restricted court funds.

Commissioner Mattare moved that the Board approve the bid from Great Floors for the flooring of courtrooms and Judges' offices, in the amount of \$10,178.03. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Financial/Budget: Request to Purchase Two Snowmobiles/Snowgroomers (Action)

Parks & Waterways (P&W)/Noxious Weeds/Snowgroomers Director Nick Snyder requested the Board's approval for the purchase of two snowmobiles. He said these would be paid for from Program Fund Balance and presented the Commissioners with a purchase order for a total of \$22,173.46.

Commissioner Brooks moved that the Board approve the purchase of two snowmobiles for Snowgroomers for \$22,173.46. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Financial/Budget: Request Approval to Use Tobacco Funds to Fund the Purchase of Replacement Lapel Mics/Juvenile Detention (Action)

Juvenile Detention Assistant Director Eric Sheffield requested the Board's approval to use Tobacco Funds to purchase 29 replacement lapel microphones for staff. He said they had been in contact with Day Wireless Systems and had received a purchase order in the amount of \$5,945.87.

In response to a question from Chair Duncan, Mr. Sheffield confirmed that the old ones were not repairable and were out of warranty.

Commissioner Mattare moved that the Board approve the request to use Tobacco Funds for the purchase of replacement lapel microphones for Juvenile Detention, in the amount of \$5,945.87. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Kootenai Health Consent to Conversion – Coordination of Transportation Services Agreement/Resource Management Office (Action)

Resource Management Office (RMO) Transit Program Manager Chad Ingle stated that this was an agreement between Kootenai Health and Kootenai County to advance the coordination of transportation services and non-emergent medical transportation services.

Chair Duncan remarked that denying this request would cause a disruption of care which would be to the detriment of County citizens.

Commissioner Brooks moved that the Board approve the Kootenai Health Consent to Conversion – Coordination of Transportation Services Agreement, as presented by RMO. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Board Approval Request: Addendum to Master Joint Powers Agreement/Emergency/Non-Emergency Services/City of Coeur d'Alene/East Side Fire District/BOCC (Action)

Chair Duncan commented that this agreement also involved KCEMSS (Kootenai County Emergency Medical Services System).

Commissioner Mattare moved that the Board approve the Addendum to the Master Joint Powers Agreement for emergency and non-emergency services for the City of Coeur d'Alene and East Side Fire District. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Offer to Purchase Tax Deed – Sealed Bid/AIN #314675/Ross (Action)

Chair Duncan said that the Board had been considering this request, which had been presented last week, along with a sealed bid of about \$126. She stated that the taxes remaining on the property were about \$146, with about \$383 in hard costs incurred by the County and \$83.44 in Aquifer Protection District fees. She added that these figures did not include penalties or interest.

Commissioner Brooks indicated that he thought they should hold out to receive a bid which would cover all the charges.

Commissioner Mattare remarked that it would be preferable to receive a bid which would at least cover the County's expenses.

Chair Duncan replied that a letter of denial could be sent which would include a statement that the Board would be willing to reconsider an increased bid.

Commissioner Brooks moved that the Board deny the offer to purchase AIN #314675 for Ross and for staff to contact Ross to see if a more equitable agreement could be reached. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Hansen called the roll:

Commissioner Brooks: Aye

Commissioner Mattare: Aye

Chair Duncan: Aye

The motion carried.

Status Update Pending Items (Discussion)

Facilities Expansion

Chair Duncan stated that it had been agreed that the County would go ahead with the project, with the understanding that money from Fund Balance in the General Fund may need to be drawn upon to cover the completion of the project. She said that the CMGC (Construction Manager General Contractor) would keep the Board informed of any price changes as they moved forward. She added that the architect would be directed to work with the CMGC to change some of the design in order to save money and the Board would be given regular updates.

Impact Fees

Commissioner Brooks reported that there were no significant developments but that Civil Deputy Prosecuting Attorney Pat Braden and Anne Wescott were working together on the project.

In response to a question from Commissioner Mattare, he said that some cities were receptive to the proposal and some were not.

Chair Duncan said that she had received a letter from Ms. Wescott to be sent to the mayors, if the other Commissioners agreed. It was generally agreed that this would be brought forward on the Consent Calendar.

I. Public Comment (Discussion): 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. There were no public comments.

J. Adjournment (Action): Chair Duncan adjourned the meeting at 2:30 p.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk