



# KOOTENAI COUNTY

## BOARD OF COMMISSIONERS

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### Agenda

#### **Business Meeting**

March 22, 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. 02/22/2022 Business Meeting Minutes
2. 02/24/2022 Human Resources: Personnel Changes Minutes
3. 02/28/2022 Airport Minutes
4. 03/08/2022 Business Meeting Minutes
5. 03/10/2022 Community Development Update Minutes
6. 03/10/2022 Human Resources: Personnel Changes Minutes
7. 03/11/2022 Auditor Minutes

**F. Approve Consent Calendar (Action)**

8. Treasurer's Monthly Report For January 2022

9. Treasurer's Settlements and Statements Report For February 2022
10. Treasurer's Monthly Report For February 2022
11. Canvass of Election / School Election / March 8, 2022
12. Human Resources PAF/SCF Report for FY22 PP7 Week 1
13. BOCC Signatures for Indigent Cases: 03/10/2022 to 03/16/2022

**G. Approve Payables List (Action)**

14. Payables List for March 14-18, 2022

**H. Business**

- |  |                                 |
|--|---------------------------------|
| 15. Bid-Opening / RV Park - Phase IV / Fairgrounds (Action)  | Alexcia Jordan                  |
| 16. Purchase Contract / Motorola Solutions / 9 1 1 (Action)  | Collin McRoy                    |
| 17. Memo and Sales Agreement Riso Digital Duplicator / Kelley Connect Jerod Keyser / Mail and Reprographics Center (Action)                                | David Reid                      |
| 18. Financial/Budget: Requesting the purchase of two vehicles with our fund balance for Reval (Fund 46) / Assessor/Residential Appraisal Division (Action) | Allyson Knapp or<br>Bela Kovacs |
| 19. Cooperative Law Enforcement 2022 Annual Operating Plan & Financial Plan / USDA Forest Service / USDA Forest Service / Sheriff/Patrol (Action)          | Lt. Will Klinkefus              |
| 20. Ground Lease AAL-2022-200 Hangar purchase / PLH Air, LLC / Airport (Action)  | Steven Kjergaard                |
| 21. Termination of Ground Lease AAL2017-700 Hangar sale / Tom Weishaar / Airport (Action)  | Steven Kjergaard                |
| 22. Development and Ground Lease AAL-2021-1100 Lease approval / Schaeffer Aviation COE, LLC / Airport (Action)   | Steven Kjergaard                |
| 23. Ordinance 2022-574 / Emergency Ordinance to take the place of Panhandle Health District Expiring Rule: 1 Septic per 5 acre / BOCC (Action)             | David Callahan                  |
| 24. Resolution 2022-25 / Approve FY22 Assigned Fund Balance Resolution / Auditor (Action)  | Dena Darrow                     |
| 25. Resolution 2022-26 / Designate Polling Places I.C. 34-302 for the May  | Asa Gray                        |

17, 2022 Primary Election / Elections (Action)

26. Enhanced Backup System / Information Technology (Discussion)

James Martin

27. Financial/Budget: DISCUSSION ONLY ON DISPATCH FEES AND CONTRACTS / Sheriff (Action)

SHERIFF  
NORRIS

28. Kootenai Electric Cooperative Furniture Purchase (Discussion)

29. General Fund Postage Budget / Move to Reprographics (Discussion)

30. Status Update Pending (Discussion)

**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.

**March 22, 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.
12/10/2019	PAC Airport Lease			X	10/5 - Steven (Oct 4th mtg) to provide draft lease options w/graduated rates. 10/19 - No Update. 10/26 - Lease completed. Steven to present lease to PAC, copy commissioners. 11/2 - Survey update complete. Will have lease ready soon. 11/9 - Chris met with Wally. He will meet w/Steven for counter proposal. 11/16 - Steven will reach out with 21 cents/square foot with 3 year escalation. 11/23 - Steven sent lease to PAC. 11/30 - No update. 12/7 - Deadline given. 12/14 - Wally will bring to the PAC Board. 12/21 - Wally made counter offer. Steven to weigh in. 12/28 - Steven & Bill to sit down with PAC. 1/4, 1/11, 1/18, 1/25 - Lease agreed upon. Will be signed by PAC and come to business meeting. 2/1 - Waiting to hear back from Steven. 2/8, 2/15, 2/22 - Will be presented at PAC's next board meeting March 24th.
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. 10/5 - Steven (Oct 4th meeting) to provide draft lease options with graduated rates. 10/12 - Appraisal expected by week of Oct 18. 10/19 - Later this week for proposal. 10/26 - Waiting for Appraisal. 11/2 - Bill to follow up with Tribe for alternate location. 11/16 - 75% done with appraisal. 11/23 - No word from Tribe. Steven on vacation. 11/30 - Still waiting for appraisal. Other lots came back at \$2.95 a square foot. 12/7, 14, 21, 28 & 1/4- Waiting for appraisal. 1/11 - Will revisit proposed lease rates based on appraisal Jan 25. 1/25 - Steven to meet w/ skeet club to present some numbers. 2/1 - Steven is still waiting to hear from them. 2/8, 2/15, 2/22, 3/8 - Current lease ends April 2023

**March 22, 2022**

<u>Date Started</u>	<u>Project</u>	<u>Chris</u>	<u>Leslie</u>	<u>Bill</u>	<u>Status</u>
8/24/2021	North Lot Land Sale		X		8/24 - Greg to get price estimate& BOCC to approach owners of adjacent lots. 2/8 - Offer will be on business meeting Feb 15 2/15 - Approved. Will work on lot line adjustment and deed correction to be ratified when finished. 3/1 - At legal for deed 3/8 - Stakes in the ground. With legal 3/15 - Legal finishing deed
12/23/2020	Financial Snapshot	X	X	X	1/4 - All departments within 25% for first quarter. Feb 1 Next update. 2/1 - Spending and Revenues on track. Next update March 1. 3/1 - On track with 40% spending