



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

June 20, 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. Approve Meeting Minutes (Action)

1. 05/24/2023 Airport Minutes

F. Approve Consent Calendar (Action)

2. Assessor Adjustment to Tax-Valuation
3. Assessor Adjustment to Tax-Valuation
4. Assessor Adjustment to Tax-Valuation
5. Assessor Adjustment to Tax-Valuation
6. Assessor Yield Tax Charge Correction

7. Designation of Signature Authority / Transit Award Management System (TrAMS)
8. Cell Phone Stipend / Morris / Moore / Adult Misdemeanor Probation
9. Revised Schedule / Juneteenth / Day After Thanksgiving Holiday Schedule
10. Human Resources PAF/SCF Report for 2023 PP13 Week 2
11. BOCC Signatures for Indigent Cases: 06/08/2023 - 06/14/2023

G. Approve Payables List (Action)

12. Payables List for June 12-16, 2023

H. Business

- | | |
|---|---------------------|
| 13. Bid-Opening Bid#19HFR1/21HFR1 / Hazard Wildland Fuels Treatment Tottens Pond (13-acres), East Hayden Lake (3-acres), English Point (21.7-acres), Henry Point (40-acres) / Office of Emergency Mgmt (Action) | Jody Bieze |
| 14. Financial/Budget: Authorization to expend FY23 funds for Workboat Placarding and Hull Protection / Parks & Waterways (Action) | Nick Snyder |
| 15. Idaho State Department of Agriculture/KSCO Law Agreement / Idaho State Department of Agriculture / Sheriff/Patrol (Action) | Captain Kevin Smart |
| 16. Board Approval Request: Dishwasher Lease Approval / Sheriff - Jail (Action) | Captain Jeremy Hyle |
| 17. Board Approval Request: KCSO move to KCE building / Sheriff (Action) | William Klinkefus |
| 18. Board Approval Request: Pierce Clegg project / Coroner (Action) | Dr.Duke Johnson |
| 19. Consent to Assignment of Lease AAL-2020-410 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) | Kim Stevenson |
| 20. Consent to Assignment of Lease AAL-2020-601 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) | Kim Stevenson |
| 21. Consent to Assignment of Lease AAL-2020-FUEL Lease Assignment | Kim Stevenson |

- to North Idaho Jet LLC / CDA JET LLC / Airport (Action)
22. Consent to Assignment of Lease AAL-2019-300A Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) Kim Stevenson
 23. Consent to Assignment of Lease AAL-2019-340 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) Kim Stevenson
 24. Consent to Assignment of Lease AAL-2019-330 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) Kim Stevenson
 25. Consent to Assignment of Lease AAL-2019-320 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) Kim Stevenson
 26. Consent to Assignment of Lease AAL-2019-310 Lease Assignment to North Idaho Jet LLC / CDA JET LLC / Airport (Action) Kim Stevenson
 27. Financial/Budget: Request to transfer funds from A budget to B budget / Prosecuting Attorney (Action) Stanley T. Mortensen
 28. Board Approval Request: Request for temporary part-time employee in the Prosecutor's office / Prosecuting Attorney (Action) Dorothy Cross
 29. Board Approval Request: Reclassification of BOCC Business Analyst to BOCC Executive Assistant / Human Resources (Action) Dorothy Cross
 30. Quitclaim Deed - Conveyance of Snowshoe Road Right of Way to Post Falls Highway District / AIN# 300868 / Post Falls Highway District (Action) Pat Braden
 31. Board Approval Request: Attorney Fees / Conflict Public Defender / District Court / Dist Court Clerk/Civil (Action) Karlene Behringer
 32. Resolution 2023-40 / Right of Way Exchange / Fighting Creek / Solid Waste (Action) John Phillips
 33. Status Update Pending

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.

June 20, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion		X	X	<p>11/2 - Addition to west side of Justice Bldg. Funding from ARPA. Start CMGC RFQ process with Cory Trapp.</p> <p>11/9 - No update.</p> <p>11/16 - Leslie meeting with EOs. Will tour Ada courthouse Nov 19.</p> <p>11/23 - Toured Ada Courthouse and met with LCA. Amendment coming to cover change from stand alone building to Justice Center expansion.</p> <p>11/30 - Amendment signed and designs expected in February.</p> <p>1/11 - LCA to meet with stakeholders in Jan, then the BOCC.</p> <p>1/25 - Stakeholder meeting Jan 27.</p> <p>2/1 - LCA meeting with the BOCC Feb 18.</p> <p>2/22 - LCA working on elevations, BOCC working on funding after ARPA March.</p> <p>3/22 - LCA presenting elevations April 13. ARPA presenting by first week April.</p> <p>4/19 - RFQ publish date May 3rd, response date May 24th.</p> <p>4/26 - RFQ is with legal. Will be sent to BOCC before publish.</p> <p>5/3 - RFQ published. Bids due May 24th</p> <p>5/24 - RFQ deadline extended to June 7th</p> <p>6/7 - Two RFQs received. Scoring process in the next two weeks.</p> <p>6/14 - Waiting for responsive determination from legal then scoring will start.</p>
					<p>6/21 - Both bids responsive. Scoring this week, then interviews week of July 11.</p> <p>6/28 - Interviews for July 14th, then finalize scoring.</p> <p>7/12 - Interviews set for July.</p> <p>7/19 - Interviews were moved to August 1.</p> <p>8/2 - Interviews were held August 1. Scoring will be done Aug 4 or Aug 8.</p> <p>8/9 - Bouten chosen as CM/GC. Next step, meet with Cory Trapp & Bouten to document scope of work.</p> <p>8/16 - Scope of work discussed. Choose Commissioner for</p>
					<p>8/23 - Bring forward agreement - Choose Commissioner for negotiations</p>
					<p>8/30 - Duncan chosen to negotiate with Bouten</p>
					<p>9/6 - Legal reviewing standard contract then negotiations will start.</p>
					<p>9/27 - Negotiations scheduled for October 3rd.</p>

June 20, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion (cont.)		X	X	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.
					<p>11/1 - Contracts are close to review.</p> <p>12/6 - Bouten ready for negotiations this week or next.</p> <p>12/13 - Negotiation complete, contract next business meeting.</p> <p>12/20 - Contract signed. Bouten will work to bring costs down on total project.</p> <p>12/27 - LCA updated contract approved by BOCC.</p> <p>1/3 - Bouten kick off meeting being scheduled.</p> <p>1/10 - Meeting scheduled for Jan 25th.</p> <p>1/24 - Meeting tomorrow for initial kickoff.</p> <p>2/7 - Bouten Construction will work with LCA then present to the BOCC.</p> <p>2/28 - Meeting March 16th to review cost saving options.</p> <p>3/21 - BOCC agreed to use fund balance to complete the building.</p> <p>3/28 - Next week approve architect LCA to work with Bouten to make cost saving changes in designs.</p> <p>4/4 - LCA approved to move forward with Bouten in cost savings design.</p> <p>4/25 - Projected completion Feb-May 2025.</p> <p>5/2 - Jail to meet with Architect for sally port design.</p> <p>5/9 - Meeting on May 11 with contractor.</p> <p>5/16 - Next meeting end of May/beginning of June.</p> <p>5/24 - Meeting set up for June.</p> <p>6/5 - Meeting June 26th.</p>

June 20, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
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. 12/27 - Bill will contact Mayors after the holidays. 1/3 - No one contacted. 1/10 - Bill will make contact with Mayors by the end of February. 2/7 - Nothing to report. 2/28 - Letters of Support coming from Mayors by end of March. 3/7 - No Update 3/14 - Bill is working with Anne Wescott and Attorney Pat Braden. Expects movement by end of March. 3/28 - Approved letter to send to Mayors. 4/4 - Coroner will make an inquiry regarding impact fees April 11. Hold off on sending the letter. 4/11 - Coroner to work with Anne Wescott. 4/18 - No update. 4/25 - Coroner updated cost estimate sent to Anne Wescott. 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.
4/21/2023	PAO Immediate Space Need		X		4/11 - PA Mortenson is out of space for current staff. He will look into options. 4/25 - PA contacting B&G for solutions. 6/5 - Working with B&G for costs to expand PA's area.
6/13/2023	Jail Pods			X	6/13 - Bill will follow up with process