



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

September 20, 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. 08/09/2022 Parks & Waterways Minutes
2. 08/31/2022 FY23 Public Budget Hearing Minutes
3. 09/01/2022 Adopt FY23 Budget Minutes
4. 09/06/2022 Business Meeting Minutes
5. 09/07/2022 Requests for Cancellation of Taxes Minutes
6. 09/08/2022 County Board of Canvassers: Elections Minutes
7. 09/09/2022 Human Resources: Personnel Changes Minutes

F. Approve Consent Calendar (Action)

8. Assessor Allow Homeowner Exemption A

9. Assessor Allow Homeowner Exemption B
10. Treasurer's Settlements and Statements Report For August 2022
11. Treasurer's Monthly Report For August 2022
12. Resolution 2022-64 / Set Elected Officials Salaries
13. Vehicle Buyers Order / Evergreen Sales / Parks & Waterways
14. Employee Cell Phone Stipend Request / O'Neill / Parks & Waterways
15. Human Resources PAF/SCF Report for FY2022 PP20 Week 1
16. BOCC Signatures for Indigent Cases: 9/8/2022-9/14/2022
17. Treasurer's Cancellation of Taxes - Solid Waste Fees For AIN/PIN:
341500/MZZ15W284340

G. Approve Payables List (Action)

18. Payables List for September 12-16, 2022

H. Business

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| 19. Janitorial Services Agreement / Environment Control Building Maintenance Company of Spokane / Solid Waste (Action) | John Phillips |
| 20. Billing Services Agreement / City of Coeur d'Alene / Solid Waste (Action) | John Phillips |
| 21. Hardware Maintenance and Software License, Maintenance and Support Agreement Renewal and Payment Approval/ Elections Systems and Software/ FY 2023 / Elections Systems & Software, LLC / Elections (Action) | Asa Gray |
| 22. Annual Renewal and Payment of Precinct Central Electronic Poll Book Contract / Tenex Software Solutions, Inc. / FY 2023 / Tenex Software Solutions, Inc. / Elections (Action) | Asa Gray |
| 23. Amendment to Food Service Agreement between Summit Food Services, LLC and District I Juvenile Detention for resident meals / Summit Food Services, LLC / Juvenile Detention (Action) | Brandie Bradley |
| 24. Land Use Agreement - 1202RZ22T0104 / USDA Forest Service / Airport (Action) | Kim Stevenson |
| 25. Additional Services Authorization No. 1-COE SRE Building PEMB-ITD Finishes / T-O Engineers / Airport (Action) | Kim Stevenson |
| 26. SRO Program renewal for 2022-2023 / Lakeland School District / Sheriff/Patrol (Action) | Captain Kevin Smart |

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| 27. Board Approval Request: Cell Phone Reimbursement/Stipend for Assistant to the Trial Court Administrator / Specialty Court (Action) | Karlene Behringer |
| 28. Grant Award / FY20 EMPG Grant Adjustment Notice / US Department of Homeland Security/FEMA \$21,905.85 / No Match Requirement / Office of Emergency Mgmt (Action) | Tiffany Westbrook |
| 29. Board Approval Request: ICRMP Renewal / Human Resources (Action) | Cecilia M Sweet |
| 30. Blackwell Island Marina Lease Agreement YC21 / Hagadone Hospitality Co. / Parks & Waterways (Action) | Nick Snyder |
| 31. Kootenai County Public Transportation Letters of Agreement - FY23 Match Funding / Cities of Coeur d'Alene, Post Falls, Hayden, Dalton Gardens, Huetter / Resource Management Office (Action) | Kim Riley |
| 32. Professional Consulting Appraisal Services / Highland Appraisal Inc. / Assessor (Action) | Bela Kovacs |
| 33. Board Approval Request: City of Huetter - Request for an Extension after Missing September 8th Levy Deadline, and Allowance to Submit Amended L-2 to Levy \$69,515 / BOCC (Action) | Bradley Keene,
Mayor/Lang
Sumner, City
Clerk-Treasurer |
| 34. Resolution 2022-62 / Donation Agreement / Equipment to Kootenai County Fairgrounds / Buildings & Grounds / Building and Grounds (Action) | Greg Manley |
| 35. Financial/Budget: Purchase Furniture from Kootenai Electric Co-op / BOCC (Action) | Leslie Duncan |
| 36. New District Judge Support Letter (Discussion) | Leslie Duncan |
| 37. Janitorial Service RFP / In House Options (Discussion) | Leslie Duncan |
| 38. Status Update Pending (Action) | |

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.

September 20, 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.
					8/23 - 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.