



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

October 10, 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. 10/03/2023 Lien Release Request 2018-2 & 2018-6 Minutes

F. Approve Consent Calendar (Action)

2. Assessor Homeowner Exemption 9-29-2023
3. Community Action Partnership (CAP) Public Official Designee Form
4. Disclosure of Lobbying Activities
5. Telephone Stipend / Loni Whiteman / Juvenile Probation
6. Tuition Reimbursement / Saakov / Auditor
7. BOCC Signatures for Indigent Cases: 09/28/2023-10/04/2023
8. Hayden Area Regional Sewer Board (HARSB) Payment Forms

9. Human Resources PAF/SCF Report for 2023 PP21 Week 2

G. Approve Payables List (Action)

10. Payables List for October 2-6, 2023

H. Business

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| 11. Bid-Opening Bid#BP#10 / Subcontractor Bid for Justice Building Expansion Work Package 02 / Resource Management Office (Action) | Kaitlin Smith or
Dorian Komberec |
| 12. Justice Building Expansion - Electric Service Agreement / Avista / Resource Management Office (Action) | Kaitlin Smith or
Dorian Komberec |
| 13. Grant Agreement (Use) # 23NONE853 / Grant Use Agreement between Kootenai County Office Of Emergency Management and North Kootenai Water & Sewer District / Idaho Office of Emergency Mangement \$368,776.00 / In Kind Match North Kootenai Water & Sewer Distric | Andrea Littlefield |
| 14. Board Approval Request: FY24 Telmate Contract Extension / Sheriff - Jail (Action) | Captain Jeremy
Hyle |
| 15. Board Approval Request: KCSO Kootenai Electric Security Fence / Sheriff (Action) | Lieutenant Will
Klinkefus |
| 16. Financial/Budget: Request to Carry Forward FY23 Funding for Public Outreach Consultant Funding for the Open Space and Park Development Bond / Parks & Waterways (Action) | Nick Snyder |
| 17. Changing FTO software program company from ADORE to PowerFTO / PowerFTO Program / Sheriff/Patrol (Action) | Lt. Zach Sifford |
| 18. Board Approval Request: Detective Vehicles / Sheriff (Action) | Lieutenant Will
Klinkefus |
| 19. Grant Application # PRE23EMPG255 / FY23 Emergency Management Performance Grant (EMPG) Application / Federal Emergency Management Agency (FEMA) \$100,356.21 / Cash Match OEM A&B Budget \$100,356.21 / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 20. Grant Application # PRE23SHSP097 / FY23 State Homeland Security (SHSP) Grant Application / Federal Emergency Management Agency (FEMA) \$228,457.12 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 21. Board Approval Request: Avista Easement / Justice Building Expansion / BOCC (Action) | Leslie Duncan |

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| 22. Board Approval Request: Avista Easement / Fire Station / Fairgrounds / BOCC (Action) | Leslie Duncan |
| 23. Resolution 2023-71 / Surplus Equipment and Asset Deletion/1989 Almar Boat and Trailer / Parks & Waterways (Action) | Nick Snyder |
| 24. Status Update Pending (Discussion) | Board of Commissioners |

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 26, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion		X	X	<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> <p>6/27 - Three phase constrction approved.</p> <p>7/5 - Working group meeting July 17.</p> <p>7/25 - Aug set for next update with Bouten & LCA.</p> <p>8/8 - Aug 14th Facilities Working Group. Aug 24th next meeting with Bouten and LCA.</p> <p>8/16 - Received bids for Justice Building Expansion Work.</p> <p>8/22 - Waiting for ground breaking date confirmation.</p> <p>8/29 - No update</p> <p>9/5 - Approved work package one of expansion.</p> <p>9/12 - Approved Commerical permit for work package two.</p> <p>9/19 - Opened phase 2 bids in Business Meeting.</p> <p>10/3 - Plans to review funding source options with Auditor.</p>
5/24/2021	Impact Fees			X	<p>4/4 - Coroner will make an inquiry regarding impact fees April 11. Hold off on sending the letter.</p> <p>4/11 - Coroner to work with Anne Wescott.</p> <p>4/18 - No update.</p> <p>4/25 - Coroner updated cost estimate sent to Anne Wescott.</p> <p>5/2 - Per Anne Wescott, do not include Coroner project in impact fees.</p> <p>5/9 - Review letter to Mayors.</p> <p>5/16 - Letter finalized to be sent to Mayors.</p> <p>5/24 - Letter to be sent this week.</p> <p>5/30 - Most recent fee document to be attached to letter.</p> <p>6/5 - Per Bill, everything sent out.</p> <p>6/13 - Bill will verify everything was sent out.</p> <p>6/27 - Hasn't heard anything.</p> <p>7/11 - Bill will schedule a meeting with Hayden Mayor.</p> <p>7/18 - Bill has meeting July 20 with Hayden Mayor.</p> <p>7/25 - Meet with all Mayors suggested.</p> <p>8/01 - Recd Letter from PF&Rathdrum Mayors. Will set up meeting with all of the Mayors.</p> <p>8/08 - Meeting with Mayors Aug 15th.</p> <p>8/16 - Following up with Galena Consulting.</p> <p>8/22 - Adjustment to jail fees. Park fees for city/county seperate.</p> <p>8/29 - No update</p> <p>9/5 - Discuss at Status Update and schedule follow up meeting with Mayors.</p> <p>9/12 - Mayors meeting scheduled for 10/4/23.</p>

September 26, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
4/21/2023	PAO Immediate Space Needs		X		4/11/23 - 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. 6/27 - Waiting on partitions. 8/16 - Building and Grounds to look at partitions. 8/22 - PA hasn't heard back from B&G regarding partitions. 8/29 - No Update 9/12 - B&G still considering items from liquidating business.
6/13/2023	Jail Pods			X	6/13/23 - Bill will follow up with process. 6/27 - Bill will check with Cpt Hyle on status. 7/5 - Bill had not reached out to Cpt Hyle. 7/25 - Close to sending out for bid. 8/01 - RMO working on RFP 8/8 - RFQ to be published Aug 18th. 8/22 - RFQ to be published Aug 25th. 8/29 - No Update 9/5 - RFQ due back October 3, 2023. 10/3 - Received bids.
10/3/2023	ARPA Projects				10/3 - RMO gave overview of projects with the following being completed and closed out: EMS, CDAide Care Program and On Site for Seniors.