



# KOOTENAI COUNTY

## BOARD OF COMMISSIONERS

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### Agenda

#### **Business Meeting**

February 22, 2022

2:00 PM

451 N. Government Way, Administration Building, Meeting Room 1A/B

**A. Call to Order**

**B. Pledge of Allegiance**

**C. 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.

**D. Approve Meeting Minutes (Action)**

1. 01/13/2022 Community Development Update Minutes
2. 02/07/2022 Auditor's Office Minutes
3. 02/08/2022 Business Meeting Minutes
4. 02/09/2022 Elections Department Minutes
5. 02/10/2022 Human Resources: Personnel Changes Minutes
6. 02/16/2022 Executive Session 74-206(1)(d) Minutes

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

7. Greg Manley Buildings and Grounds email regarding budget items
8. Kennel License Renewal / Isham

9. Human Resources PAF/SCF Report for FY22 PP05 Week 1
10. BOCC Signatures for Indigent Cases: 02/10/2022 - 02/16/2022

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

11. Payables List for February 14-18, 2022

**G. Business**

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|--|------------------|
| 12. Bid-Opening Bid#2022-02 / Bid Opening / Rural System Collection Services / Solid Waste (Action)        | JP Phillips      |
| 13. Financial/Budget: Request to Purchase Equipment / Solid Waste (Action)                                 | John Phillips    |
| 14. T-Hanger Lease AAL-2022-450 / Dale Orth / Airport (Action)   | Steven Kjergaard |
| 15. T-Hanger Lease AAL-2022-350 / LaDonna Beaumont / Airport (Action)                                      | Steven Kjergaard |
| 16. Development and Ground Lease AAL-2022-800 New hangar / Symmetry Solutions, LLC / Airport (Action)      | Steven Kjergaard |
| 17. Memorandum of Understanding / BNSF / 9 1 1 (Action)  | Collin McRoy     |
| 18. Memorandum of Understanding / Harrison Community Ambulance / 9 1 1 (Action)                            | Collin McRoy     |
| 19. Memorandum of Understanding / Kootenai County Public Transportation / 9 1 1 (Action)                   | Collin McRoy     |
| 20. Memorandum of Understanding / Benewah Community Hospital / 9 1 1 (Action)                              | Collin McRoy     |
| 21. Memorandum of Understanding / North Idaho Advance Care Hospital / 9 1 1 (Action)                       | Collin McRoy     |
| 22. Memorandum of Understanding / Shoshone Medical Center / 9 1 1 (Action)                                 | Collin McRoy     |
| 23. Memorandum of Understanding / Kootenai County AMP / 9 1 1 (Action)                                     | Collin McRoy     |
| 24. Renewal of MOU's / North Idaho Day Surgery DBA NW Specialty / 9 1 1 (Action)                           | Collin McRoy     |
| 25. H&H Printer Maintenance Agreements / H&H Document Management Systems / Information Technology (Action) | Grant Kinsey     |

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|---|---------------|
| 26. Grant Application / Idaho Community Development Block Grant Addendum Phase 2, Panhandle Village Water System Improvements Idaho Department of Commerce 500,000 / No Match Requirement / Resource Management Office (Action) | Jody Bieze    |
| 27. Grant Application / SFY23 Substance Abuse Block Grant Idaho Office of Drug Policy \$7,578 / No Match Requirement / Juvenile Diversion (Action)  | Douglas Hall  |
| 28. Service Award: Award - Weapon - Badge retirement for Undersheriff Dan Mattos / Sheriff (Action)   | Marcia Heglie |
| 29. Financial/Budget: Deputies receiving ARPA funds while enrolled at NIC / Sheriff/Patrol (Action)   | Stuart Miller |
| 30. Memorandum of Agreement / Nez Perce County / Public Defender (Action)   | Anne Taylor   |
| 31. Review of 2022 Real Estate Market Forum for Kootenai County (Discussion)  | Chris Fillios |
| 32. Resolution 2022 - 20 / Surplus Equipment and Assets Deletion KCSO / Sheriff (Action)  | Bridget Gerns |
| 33. Invocation to Open Business Meeting (Discussion)  |               |
| 34. State of the County Address / April 5 (Discussion)  |               |
| 35. Status Update Pending (Discussion)  |               |

**H. Public Comment (Discussion)**

This section is reserved for citizens wishing to address the Board regarding a county related issue.

**I. 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.

**February 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	<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>
12/10/2019	PAC Airport Lease			X	<p>10/5 - Steven (Oct 4th mtg) to provide draft lease options w/graduated rates.</p> <p>10/19 - No Update.</p> <p>10/26 - Lease completed. Steven to present lease to PAC, copy commissioners.</p> <p>11/2 - Survey update complete. Will have lease ready soon.</p> <p>11/9 - Chris met with Wally. He will meet w/Steven for counter proposal.</p> <p>11/16 - Steven will reach out with 21 cents/square foot with 3 year escalation.</p> <p>11/23 - Steven sent lease to PAC.</p> <p>11/30 - No update.</p> <p>12/7 - Deadline given.</p> <p>12/14 - Wally will bring to the PAC Board.</p> <p>12/21 - Wally made counter offer. Steven to weigh in.</p> <p>12/28 - Steven &amp; Bill to sit down with PAC.</p> <p>1/4 &amp; 11 &amp; 18 &amp; 25- Lease agreed upon. Will be signed by PAC and come to business meeting.</p> <p>2/1 - Waiting to hear back from Steven.</p> <p>2/8 &amp; 15 - Will be presented at PAC's next board meeting March 24th</p>
9/7/2021	Skeet & Gun Club				<p>9/14 - Request for long term lease. Waiting on land appraisal.</p> <p>9/21 - Skeet club to present lease to BOCC to start negotiations. Still waiting on appraisal.</p> <p>10/5 - Steven (Oct 4th meeting) to provide draft lease options with graduated rates.</p> <p>10/12 - Appraisal expected by week of Oct 18.</p> <p>10/19 - Later this week for proposal.</p> <p>10/26 - Waiting for Appraisal.</p> <p>11/2 - Bill to follow up with Tribe for alternate location.</p> <p>11/16 - 75% done with appraisal.</p> <p>11/23 - No word from Tribe. Steven on vacation.</p> <p>11/30 - Still waiting for appraisal. Other lots came back at \$2.95 a square foot.</p> <p>12/7 &amp; 14 &amp; 21 &amp; 28 &amp; 1/4- Waiting for appraisal.</p> <p>1/11 - Will revisit proposed lease rates based on appraisal Jan 25.</p> <p>1/25 - Steven to meet w/ skeet club to present some numbers.</p> <p>2/1 - Steven is still waiting to hear from them.</p> <p>2/8- Current lease ends April 2023</p>
12/23/2020	Financial Snapshot	X	X	X	<p>1/4 - All departments within 25% for first quarter. Feb 1 Next update.</p> <p>2/1 - Spending and Revenues on track. Next update March 1.</p>

**February 22, 2022**

<u>Date Started</u>	<u>Project</u>	<u>Chris</u>	<u>Leslie</u>	<u>Bill</u>	<u>Status</u>
5/24/2021	Impact Fee Analysis			X	5/24 - Bill to work on this week. 6/21, 7/6, 7/20 - No Updates. 7/26 - Bill working with David Callahan on a resolution. 8/3 - Delayed due to people on vacation. 8/10 - Bill Gave Boise example. 8/24 - Put on hold for 2 months. Bill will contact Galena Group out of Boise. 10/5 - Towards end of October. 10/19 - Later this week. 10/26 - Bill called Galena Group. Out of Office until next week. 11/2 - Next week. 11/9 - Bill will schedule meeting with Anne Westcott to make presentation. Gave info to Chris and Leslie. 11/16 - Will schedule a meeting with Anne Westcott. 11/23 - Wescott was available to meet second week in December, Bill told her to wait until early January. 11/30 - Second week of January. 12/7 - Anne Wescott coming here Dec 15. 12/21 - Bill waiting for response to his questions. 12/28 - Waiting for response. 1/4 - Contract ready for review and signature. 1/11 & 18 - Contract with legal. 1/25 - A couple minors changes to the contract needed. Should be on Feb 1 business meeting agenda. 2/1 - Will be on Feb 8 business meeting agenda. 2/8 - Contract missing Parks. Bill will contact Anne Westcott. 2/15 - Contract fixed. Will be on March 1 business meeting after meeting with
11/9/2021	ARPA Statement	X			Requests for Kootenai County ARPA funding are now undergoing evaluation. If you have any questions or comments about the American Rescue Plan Act or Kootenai County's evaluation process, please direct them to the ARPA@kcgov.us email address. March 1, 2022 deadline for submissions.

**Weekly Calendar Review Items**

**November 2, 2020**

<u>Meeting Date</u>	<u>Topic or Person</u>	<u>Chris</u>	<u>Leslie</u>	<u>Bill</u>	<u>Status</u>	<u>Comments</u>
10/29/2020	Commissioners Property Tax Round Table	X	X	X		