



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

March 14, 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. 02/22/2023 Idaho State Public Defense Commission Minutes
2. 02/23/2023 Parks & Waterways Minutes
3. 02/28/2023 Business Meeting Minutes
4. 02/28/2023 Human Resources Minutes
5. 03/01/2023 Requests for Cancellation of Taxes Minutes

F. Approve Consent Calendar (Action)

6. Assessor Yield Tax Charge Correction
7. Assessor Allow Homeowner Exemption
8. Hayden Area Regional Sewer Board (HARSB) Payment Request

Approval Forms / Citi Costco / TML Construction Inc. / J-U-B
Engineering / Panhandle Health District / Trindera (Century West) /
Aqua Engineering

9. BOCC Signatures for Indigent Cases: 03/02/2023 - 03/08/2023

10. Human Resources PAF/SCF Report for 2023 PP6 Week 2

G. Approve Payables List (Action)

11. Payables List for March 6-10, 2023

H. Business

12. Financial/Budget: Purchase Approval of Loader Tires / Solid Waste (Action) Doug Goodwin

13. Kootenai County CLFRF Subaward Agreement / Kootenai County Emergency Medical Services System / Resource Management Office (Action) Kaitlin Smith or Dorian Komberec

14. Amended Professional Services Agreement Cougar Gulch Reconnaissance Survey (2021) Development of Comprehensive Historic Context / Sharon Boswell / Resource Management Office (Action) Jody Bieze

15. Board Approval Request: Public Transportation Agency Safety Plan (PTASP) / Resource Management Office (Action) Chad Ingle

16. Board Approval Request: Challenge paper cutter purchase / Mail and Reprographics Center (Action) David Reid

17. Financial/Budget: Postal mail machine Budget FY2024 / Mail and Reprographics Center (Action) David Reid

18. Request to Display Signage / Coroner (Action) Duke Johnson

19. COLA Calculation for FY24 Budget (Discussion) Jennifer Locke

20. Advisory Board - Appointment / Don Bradway / Noxious Weed - Term Expiring 12/31/2024 / BOCC (Action) Jonathan Gillham

21. Resolution 2023-32 / KCSO Classify Records / Sheriff (Action) Bridget Gernns

22. Resolution 2023-33 / KCSO Destroy Records / Sheriff (Action) Bridget Gernns

23. Resolution 2023-35 / Approval of Revised Unpaid Personal Time Off Policy 321 / Human Resources (Action) Sylvia Proud

24. Resolution 2023-37 / Surplus Transit Vehicles and Equipment / Resource Management Office (Action)

Chad Ingle

25. Resolution 2023-38 / Resolution for Treasurer and Chief Deputy Treasurer to waive penalty and interest / Treasurer (Action)

Jill Smith

26. 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.

March 7, 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>

March 7, 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.
					11/1 - Contracts are close to review. 12/6 - Bouten ready for negotiations this week or next. 12/13 - Negotiation complete, contract next business meeting. 12/20 - Contract signed. Bouten will work to bring costs down on total project. 12/27 - LCA updated contract approved by BOCC. 1/3 - Bouten kick off meeting being scheduled. 1/10 - Meeting scheduled for Jan 25th. 1/24 - Meeting tomorrow for initial kickoff. 2/7 - Bouten Construction will work with LCA then present to the BOCC. 2/28 - Meeting March 16th to review cost saving options.
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