



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

October 17, 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. 03/14/2023 Corrected Executive Session (1)(f) Minutes
2. 05/31/2023 Corrected Executive Session 74-206(1)(f) Minutes
3. 06/21/2023 Corrected Executive Session 74-206(1)(f) Minutes
4. 06/27/2023 Corrected Executive Session 74-206(1)(f)(b) Minutes
5. 07/18/2023 Corrected Executive Session 74-206(1)(f) Minutes
6. 09/07/2023 Corrected Executive Session 74-206(1)(d)(f) Minutes
7. 09/19/2023 Business Meeting Minutes
8. 09/21/2023 Human Resources Minutes
9. 10/03/2023 Lien Release Request 2018-2 & 2018-6 Minutes
10. 10/05/2023 Executive Session 74-206(1)(d)(f) Minutes

F. Approve Consent Calendar (Action)

11. Assessor Homeowner Exemption 10-10-2023
12. Assessor Valuation Amendment 10-10-2023
13. Community Development Order of Decision - MSP22-0004
14. Kootenai County Justice Building Expansion - Bouten Construction Change Order #002
15. Kennel License Renewal / Bonville / Legacy Canine Boarding and Training LLC
16. BOCC Signatures for Indigent Cases: 10/05/2023-10/11/2023
17. Human Resources PAF/SCF Report for 2023 PP22 Week 1

G. Approve Payables List (Action)

18. Payables List for October 9-13, 2023

H. Business

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| 19. Financial/Budget: Recycle Truck Purchase / Solid Waste (Action) | John Phillips |
| 20. Board Approval Request: Transport Vehicle / Sheriff (Action) | Captain Jeremy Hyle |
| 21. Termination of Ground Lease AAL-2022-450 T-hangar termination / Dale Orth / Airport (Action) | Kim Stevenson |
| 22. T-Hanger Lease AAL-2023-700 Lease Space 3 / Steven Ball / Airport (Action) | Kim Stevenson |
| 23. Airport Work Order WO23-006 Prepare Categorical Exclusion / T-O Engineers/Ardurra / Airport (Action) | Kim Stevenson or Gaston Patterson |
| 24. Work Package 02 GMP Amendment to Agreement between Kootenai County and Bouten Construction for Justice Building Expansion - ARPA funded / Bouten Construction Company / Resource Management Office (Action) | Kaitlin Smith or Dorian Komberec |
| 25. Amendment 04 to Professional Services Agreement - Justice Building Expansion / Lombard-Conrad Architects, P.C. / Resource Management Office (Action) | Kaitlin Smith or Dorian Komberec |
| 26. Resolution 2023-78 / Sole Source Procurement Hazard Fuels Treatment Project Number 19 HFR 04 05 / Office of Emergency Mgmt (Action) | Andrea Littlefield |

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| 27. Contract for Services Hazard Fuels Treatment 19HFR 04 05 / North Idaho Landscapes and Forestry, LLC / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 28. East Side Fire District Fire District Annexation / Request for Annexation / Williams / JBQL, LLC / East Side Fire District / BOCC (Action) | Dave Ferguson |
| 29. 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>4/25 - 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> <p>10/10 - Public Hearing set for 10/16 with Bouten to present to BOCC on 10/17.</p>
5/24/2021	Impact Fees			X	<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> <p>10/10 - Amended documents went to Mayors, have received feedback from one.</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. 10/10 - Sheriff's Office to move forward with selecting a contractor for the project.
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. 10/10 - Jail Generator: RFQ to be released 11/15. Children's Village: revised application expected 10/13. Admin HVAC: RFQ responses due 11/7. JDC HVAC: work complete, project to be closed out after final approval of work.