



City of Coeur d' Alene
City of Post Falls
City of Hayden
City of Rathdrum
Coeur d' Alene Tribe
East Side Highway District
Idaho Transportation Department
Kootenai County, Idaho
Lakes Highway District
Post Falls Highway District
Worley Highway District

Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

KMPO Board Meeting

September 1, 2011 1:30 pm

Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

AGENDA

- 1. Call to Order – Jimmie Dorsey, Chair**
- 2. Approval of August 4, 2011 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. 2012-2016 Transportation Improvement Program (Recommends Approval)
 - b. FY 2012 Unified Planning Work Program (Recommends Approval)
- 5. Administrative Matters**
 - a. August 2011 KMPO Expenditures and Monthly Financial Report
 - b. KMPO staffing Update
 - c. KMPO Enrollment in PERSI
 - d. Inland Pacific Hub Committee Appointment
- 6. Public Transportation**
 - a. Citylink Status Report – Alan Eirls
 - b. KMC Status Report – Toby Ruhs
 - d. Kootenai County Report– Christine Fueston,
 - e. Mobility Manager's Report – Clif Warren
 - f. KMPO Public Transportation Plan Update
- 7. Director's Report**
- 8. Executive Session:**

The KMPO Board will hold an Executive Session pursuant to I.C. 67-2345(1)(b) to consider the evaluation of an individual agent. Action of the Board may follow during regular session
- 9. Other Business**
- 10. Board Member Comments**
- 11. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION

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1-208-930-4164 website: www.kmpo.net

MEETING MINUTES

Kootenai Metropolitan Planning Organization
 Regular Board Meeting
 September 1, 2011
 Post Falls City Council Chambers, City Hall, First Floor
 Post Falls, Idaho

Board Members in Attendance:

Jimmie Dorsey, Chair	East Side Highway District
Clay Larkin, Vice Chair	City of Post Falls
Al Hassell	City of Coeur d'Alene
Marv Lekstrum	Lakes Highway District
James Mangan	Worley Highway District
Lynn Humphreys	Post Falls Highway District
Richard Panabaker	City of Hayden
Andrea Storjohann	ITD District 1 Alternate

Board Members Absent:

Damon Allen	Idaho Transportation Department Dist. 1
Todd Tondee	Kootenai County
Vic Holmes	City of Rathdrum
Jim Kackman	Coeur d'Alene Tribe

Staff Present:

Glenn Miles	KMPO Executive Director
Bonnie Gow	Sr. Transportation Planner

Attendees:

Donna Montgomery	Hayden Lake
John Pankratz	East Side Highway Dist
Tom Feely	Worley Hwy. Dist.
Kevin Howard	Worley Hwy. Dist.
Alan Eirls	Citylink
Clif Warren	CTA
Sean Hoisington	City of Hayden
Christine Fueston	Kootenai County
Mark Boyle	DEQ
Robert Spaulding	Coeur d' Alene Tribe
Kevin Jump	City of Rathdrum
K.C. Traver	Inland Rail Org

1. Call To Order

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Jimmie Dorsey at 1:30 p.m.

2. Approval of the Minutes

Mr. Richard Panabaker made a motion to approve the August 4, 2011 Board meeting minutes as presented. Mr. Lynn Humphreys seconded the motion, which passed unanimously.

3. Public Comments

There were no public comments requested

4. KCATT Recap and Recommendations

Kevin Howard, past chair of KCATT had two recommendations for the September Board meeting. KCATT has unanimously recommended approval of the 2012 Transportation Improvement Program and its transmittal to ITD for incorporation in the ITD Statewide Transportation Improvement Program (STIP).

It was moved by Mr. Al Hassell and seconded by Mr. Richard Panabaker the 2012-2016 Transportation Improvement Program be approved as presented. The motion was unanimously approved.

Mr. Howard informed the Board that KCATT has also reviewed the 2012 Unified Planning Work Program and unanimously recommends approval by the KMPO Board.

It was moved by Mr. Lynn Humphreys and seconded by Mr. Al Hassell the 2012 Unified Planning Work Program be approved as presented. The motion was unanimously approved

5. Administrative Matters

a. August 2011 KMPO Expenditures and Monthly Financial Report

Mr. Clay Larkin made a motion to approve the KMPO July Expenditures and Monthly financial Reports, as well as approve a onetime special assessment in the amount of \$6,000.00 assessed based on the proportion of population as outlined in the staff report.. The motion was seconded by Mr. Marv Lekstrum, and was approved unanimously.

b. KMPO Staffing Update

Mr. Miles introduced Ms. Bonnie Gow as the Senior Transportation Planner position with KMPO. Ms. Gow began report to work on September 1st. The Administrative Secretary position interviews have been completed and Ms. Kelly Lund will begin on September 7th. KMPO has completed paperwork with the State of Idaho to register as an employer with various State agencies and has most of the paperwork in place. Filling the positions is necessary to complete work on developing a health care benefits program and enrollment in the PERSI.

c. KMPO Enrollment in the Public Employees Retirement System of Idaho (PERSI)

Mr. Miles presented the Board with a memo on enrollment to PERSI. Indicating that the Board would need to pass the resolution attached to the memo. The enrollment material would then be transmitted to PERSI for the consideration at their September Board meeting. After reviewing the information, Mr. Marv Lekstrum moved to approve

the resolution to enroll KMPO in the Public Employees Retirement System of Idaho. The motion was seconded by Mr. Clay Larkin. The motion approving the resolution passed unanimously

d. Inland Pacific Hub Committee Appointment.

Chairman Dorsey indicated to the Board that with his departure from the KMPO Board there is a need to appoint a representative from the Board to the Inland Pacific Hub committee. The IPH is a multi-county and multi-state effort to increase economic efforts through effective and strategic transportation investments. The committee meets every other month, typically at Center Place in the Spokane Valley.

Mr. Lynn Humphreys moved the KMPO Board designate the Board Chair as their appointment to the IPH Committee. Mr. James Mangan seconded the motion, which was unanimously approved

6. Public Transportation

a. Citylink Status – Alan Eirls

Mr. Alan Eirls with Citylink provided the Board with an update on Citylink activities, ridership and vehicle challenges since the last Board meeting.

b. KMC Status Report – Toby Ruhs provided an update on paratransit service being provided by Kootenai Medical Center indicating they continue to stretch their capability and have hired a new dispatcher at KMC

c. Kootenai County Report – Christine Fueston

Ms. Fueston provided an update on the Kootenai County's contracts and status of paratransit including the restoration of service. Ms. Fueston also indicated the County participated in the FTA Triennial review in August and that KMPO and many others have provided assistance to the County in preparing for the 3 day review. Ms. Fueston indicated that Kootenai County has a substantial amount of work to do between now and December 31st to address the deficiencies identified in the review.

d. Rural Mobility Manager Report – Clif Warren CTAI

Mr. Warren was not available to give a report. Mr. Clay Larkin requested staff to remind Mr. Warren the Board would appreciate a written update included in the Board packet

e. Public Transportation Plan Update – Glenn Miles

Mr. Miles reminded Board members that Transit Plus Inc was still seeking comments on Technical Memo #1 which would be finalized by September 15th. In addition, the consultant will be working to deliver Technical Memo #2 by the end of September.

7. Directors Report

Mr. Miles indicated that all administrative activities have been transferred from SRTC to the KMPO office in Coeur d' Alene. KMPO's phone number is (208) 930-4164 KMPO, and our new emails will be distributed to the Board later this week. Mr. Miles also thanked the City of Coeur d' Alene for all of their valuable assistance during this transition period and work toward KMPO setting up a new financial system in-house.

8. Executive Session

Mr. Clay Larkin moved to adjourn the regular KMPO Board meeting into Executive Session pursuant to I.C. 67-3245(1)(b) for approximately 10 minutes, to consider the evaluation of an individual agent, after which action by the Board may follow. The motion was seconded by Mr. Al Hassell.

Chairman Jimmie Dorsey requested a Roll Call:

Mr. James Mangan – Aye

Mr Richard Panabaker – Aye

Mr. Clay Larkin – Aye

Mr. Jimmie Dorsey – Aye

Mr. Al Hassell – Aye

Mr. Lynn Humphreys – Aye

Mr. Marv Lekstrum – Aye

Ms. Andrea Storjohann – Aye

The motion was approved and the Board went into Executive Session at 2:10 p.m.

A motion was made by Mr. Clay Larkin to reconvene the regular session of the KMPO Board at 2:19 p.m. and seconded by Mr. Lynn Humphreys, which was unanimously approved.

Mr. Clay Larkin made a motion to authorize staff to send out a Request for Expressions of Interest and Submission of Qualifications for legal services to KMPO. The motion was seconded by Mr. Marv Lekstrum, and approved unanimously.

9. Board Member Comments

Members of the Board expressed the sincere appreciation for Mr. Jimmie Dorsey's dedication and genuine interest in serving KMPO and the Eastside Highway District for the past several years. They expressed this would be a loss the KMPO and a hope that Mr. Dorsey would continue to be involved in transportation planning in Kootenai County.

Mr. Dorsey thanked the members of the Board for their comments and also expressed his appreciation for the opportunity to work with them over the years and that it has been a pleasure to be a member of the KMPO Board and its Chairman these past two years.

10. Adjournment

There being no other business before the KMPO Board, the Board adjourned at 3:15p.m.

Glenn F. Miles
Executive Director