

**COMMISSIONERS' PROCEEDINGS**  
**Week of October 28, 2002**

Commissioners Paul J. Kimmell, Loreca J. Stauber, and John A. "Jack" Nelson met in regular session on Monday, October 28, 2002 and again on Wednesday, October 30, 2002; the following actions were taken:

Approved the Commissioners' Proceedings for the week of October 21, 2002.

Approved, signed and filed a request to reimburse IS staff for Internet Expenses at \$30.00 per month. Reimbursement is restricted to IS personnel who are on call 24x7, using home internet for remote administration and/or testing and learning. Reimbursement is not to exceed monthly internet access cost, and is only for broadband connections.

Filed Personnel Change Request Form for Paul Bauer, Part-time Regular Deputy Clerk-Elections, consistent with 2002-2003 Salary Scale.

Approved, signed and filed a request to amend the personnel change request form for Damon Carpenter, Patrol Deputy, Sheriff, Department 04B, Line 12, to "minus" one year. Approved pay rate does not change.

Approved, signed and filed a request to amend the personnel change request form for Darren Johnson, Patrol Deputy, Sheriff, Department 04B, Line 11, to "minus" six months. Approved pay rate does not change.

Approved, signed and filed a request for a 3-year increment increase for Jason Kilborn, Maintenance Mechanic II, Buildings & Grounds, Department 05F, Line 07, effective October 1, 2002.

Denied a request to increase the mileage reimbursement rate to match the IRS standard mileage rate. County will continue with same rate for now.

Approved, signed and filed a request for Tuition Aid to North Idaho College by Gavin Ashburn.

Approved, signed and filed the Joint Treasurer/Auditor Financial Reports for January, 2002 through September, 2002:

March 1, 2002 to March 31, 2002

1. Operation in Funds Summary
2. Treasurer/Auditor Joint Report
3. Remaining Cash Analysis
4. Statement of Treasurer's Cash
5. Ending Balance for all Funds: \$5,796,059.95

January 1, 2002 to March 30, 2002 Joint Quarterly Report

1. Treasurer/Auditor Joint Quarterly Report

Second Quarter	<u>\$5,796,059.95</u>
April 1, 2002 to April 30, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$5,924,820.80</u>
May 1, 2002 to May 31, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$5,595,844.09</u>
June 1, 2002 to June 30, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$12,939,055.33</u>
April 1, 2002 to June 30, 2002 Joint Quarterly Report	
1. Treasurer/Auditor Joint Quarterly Report	
Third Quarter	<u>\$12,939,055.33</u>
July 1, 2002 to July 31, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$7,985,960.82</u>
August 1, 2002 to August 31, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$5,805,101.37</u>
September 1, 2002 to September 30, 2002	
1. Operation in Funds Summary	
2. Treasurer/Auditor Joint Report	
3. Remaining Cash Analysis	
4. Statement of Treasurer's Cash	
Ending Balance for all Funds:	<u>\$5,441,967.72</u>
July 1, 2002 to September 29, 2002 Joint Quarterly Report	
2. Treasurer/Auditor Joint Quarterly Report	
Fourth Quarter	
(Before Year End Adjustments):	<u>\$5,441,967.72</u>

Signed the Federal Annual Certification Report to the US Department of Justice as submitted by the Sheriff's Office.

Approved, signed and filed a renewal of a facility use agreement between Latah County Sheriff's Office Dive Team and the University of Idaho, allowing the County to use the University's swimming pool at no charge for training.

Filed the Limited Summary ITD 2288 Appraisal Report prepared by Gem Valley Appraisal Service for Parcel ID No. L8377-06, owned by Diane Johnson, for proposed recreational trail.

Approved, signed and filed a request by the Employee Advisory Committee to use Courthouse Lobby for a Holiday Food Drive.

Approved, signed and filed a request by the Employee Advisory Committee to use Room 2B for Holiday Gala.

Approved and passed Resolution 2002-19, reserving County Funds for Fiscal Year 2002-2003 for incomplete improvements under construction for a commercial kitchen at the Latah County Fairgrounds, in the amount of \$11,789.00 in Current Expense – Commissioner Budget (01-05), line, 01-05-0523-0025, Rural Project Expense be carried forward in the budget for fiscal year 2002-2003 to the credit of said incomplete improvement project. Adopted, approved, and effective October 28, 2002.

By Motion and Order, pursuant to Idaho Code 67-2345(1)(a)&(b) convened in Executive Session at 10:10 a.m., Monday, October 28, 2002, to discuss personnel matters. Adjourned at 10:18 a.m.

Filed a copy of a letter; the Surface Transportation Board decision, STB Docket No. AB-570 (Sub-No. 1X) agreeing to an additional 180-day extension of the Palouse River & Coulee City Railroad, Inc. Abandonment Exemption in Latah County, Idaho; from October 28, 2002 until April 26, 2003.

Filed closing documents of the parking lot purchase from Kenneth Niebauer and Mildred Niebauer to Latah County. Total amount paid: \$35,258.72.

Submitted a letter to City of Moscow, making a request for a lot line adjustment on property owned by Latah County (parking lot improvement) at 510 East 6<sup>th</sup> Street. The line adjustment adds 3,337 square feet to the original parcel. \$50.00 request fee.

Accepted and filed a donation of an additional \$8,000 check by Ron Landeck and Pam Palmer of the Latah Trail Foundation to Latah County to be used on the Latah Trail paving project for the one-mile section from Troy.

By Motion and Order, signed an agreement between Latah County and M.L. Albright & Sons, Inc. to do the work as outlined for the construction of a Latah County Courthouse parking lot addition for \$71,167.00. Work may begin before/on/or no later than seven calendar days after the issuance of Notice to Proceed and is to be substantially completed within 30 consecutive days excepting weather conditions forcing the shut down of the paving work. Substantial completion as related to paving (only) will be extended to seven days following the asphalt paver's ability to remobilize on site to complete paving. Project completion no later than May 1, 2003.

Filed a Petition for Review; Utzman Development Company, LLC vs. Latah Board of County Commissioners, regarding the denial of a Conditional Use Permit, granted by the City of Moscow.

Filed a log of events and general scope of work, submitted by Ruby Stroschein, Gem Valley Appraisal for Latah Trail Appraisal Project STP-7744(102).

By Motion and Order, pursuant to Idaho Code 67-2345(1)(d) convened in Executive Session at 11:18 a.m., Wednesday, October 30, 2002, to discuss records exempt from public inspection; Indigent. Adjourned at 11:31 a.m. One case approved, zero cases denied.

**All documents are available for inspection in the office of the Clerk/Auditor/Recorder. The proceedings may also be viewed at <http://www.latah.id.us/Dept/BOCC/Agenda.htm>.**

**Susan Petersen  
Clerk/Auditor/Recorder**

**By: Rachel Rausch  
Deputy Clerk of the Board of Latah County Commissioners**

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