

**COMMISSIONERS' PROCEEDINGS**  
**Week of March 26, 2007**

Commissioners Tom S. Stroschein, and Jennifer Barrett met in regular session on Monday, March 26, 2007 and again on Wednesday, March 28, 2007 the following actions were taken:

Signed and filed District 2 Talking Points dated March 26, 2007 received from Larry W. Callicutt, Director Idaho Department of Juvenile Corrections.

Approved, signed and filed a request for temporary pay-grade authorization for Robert Johnson, Part-time Irregular, Tracker, Youth Services/Juvenile Corrections Block Grant, Department 08B, Line 06, effective March 19, 2007; authorize AO8/AO9 for the two week period.

Approved, signed and filed the Commissioners' Proceedings for the Week of March 12, 2007.

Approved, signed and filed a two year incremental increase for Linda James, Clerk; Assessor, Revaluation; Department 02A, Line 11, effective March 1, 2007.

Approved, signed and filed a request to hire Danelle Forseth, Part-time Regular, Law Clerk of the Court, Clerk of the Court, Department 01AA, Line 01, effective March 21, 2007.

Approved, signed and filed a request to hire Donna Michelle Gustavson-Crecelius, Part-time Irregular, Law Clerk, Clerk of the Court, Department 01AA, Line 02, effective March 23, 2007.

By Motion and Order, pursuant to § 4.04 of the Latah County Land Use Ordinance, approved the second dwelling renewal request for Dorothy Smith for the residence located at 1064 Tamarack Road, Troy, Parcel Number RP40N04W264886A. This renewal shall begin April 12, 2007 and expire on April 11, 2008.

By Motion and Order, pursuant to § 4.04 of the Latah County Land Use Ordinance, approved the second dwelling renewal request for Peter Tschetter, for the residence located at 1123 Red Willow Road, Kendrick, Parcel Number RP01710000014AAA. This renewal shall begin April 17, 2007 and expire on April 16, 2008.

By Motion and Order, approved the Chair's signature on a Maintenance Agreement with H&H Business Systems, effective March 8, 2007 through March 8, 2008 for Aficio MP4500SPF, Equipment ID#70407, Serial #M2875000191 on account number CK0632; said equipment housed in the Latah County Extension Office; per agreement conditions as stated, including: VIP Maintenance includes all parts, labor, travel & chemicals.

Adopted Resolution 2007-06 to Declare and Recognize April as Fair Housing Month in Latah County.

By Motion and Order, approved and authorized Co-Risk Manager Susan R. Petersen to schedule a Sexual Harassment Training to be held on April 26, 2007; training schedule will be 7:00 a.m., 10:30 a.m., 2:30 p.m. and 6:00 p.m.; Latah County will utilize the Contract benefit with APS, One Topical Training Session; this training should be attended by all Elected Officials, Department Heads, and Employees, a sign up sheet shall be maintained; Prosecuting Attorney Bill Thompson and ICRMP Representative Jim McNall shall assist in the training; all employees shall be notified of the training.

Signed and filed NACo Prescription Drug Discount Card Program Report for Latah County from October, 2006 to February, 2007.

Approved, signed and filed the Request to sign the Treasurer/Auditor Joint Reports for January and February, 2007 as submitted by Treasurer Les Proctor and Auditor Susan R. Petersen.

Approved, signed and filed a request for tuition aid to North Idaho College on behalf of Ian Smart.

Approved, signed and filed a request to surplus equipment – Youth Services; chair is broken and non-repairable and will be discarded.

Request to surplus equipment – Commissioners Office; facsimile machine will go to surplus sale.

Request to surplus vehicles – Sheriff’s Office; vehicles to be sold on PublicSurplus.com.

Reviewed and Approved Claims Reports.

By Motion and Order, appointed Skeeter Lynch to the Latah County Board of Community Guardians, Position #7, for a term to expire December 31, 2009.

Approved, signed and filed a request to authorize Access Codes for Keith Rathbun, Rathbun Communications.

By Motion and Order, approved and signed the proposal from Mr. Cabinet in the amount of \$9,527.32 for Courtroom 2 Remodel Project as approved by the Remodel Committee; Mr. Cabinet will construct Judges Bench, Clerk’s station, Witness stand, two counsel tables, AV cart, bar for Courtroom 2 and bar-gate for Courtroom 3.

Approved, signed and filed request to wave bid requirement for Zetron Phone Upgrade by the Latah County Sheriff’s Office on the basis that Valence Wireless and Communications is the sole source vendor that can meet the two-hour response time required for service. Direct Sheriff to proceed with Clerk to go to public with hearing on upgrading dispatch phone system.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), (c) & (d), convened in executive session at 11:30 a.m. on March 26, 2007, to discuss personnel, acquisition of an interest in real property and records exempt from public inspection. Adjourned at 12:00 p.m.

By Motion and Order, appointed Robert Henricksen to Position A on the Latah County Planning Commissioner for a term to expire December 31, 2009 and appointed Jordan Kanikkeberg to Position F on the Latah County Planning Commission for a term to expire December 31, 2007.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:02 a.m. on March 28, 2007, to discuss records that are exempt from public inspection, Indigent. Adjourned at 9:47 a.m.; four cases were approved and one case was denied.

Approved, signed and filed a Solid Waste Refund on behalf of Jean Abbott, Parcel Number MH41N05W320462A; refund in the amount of \$171.72 as individual has moved.

By Motion and Order, approved and signed a One-time Fuel Surcharge Agreement between Latah County and Latah Sanitation Inc. to provide for a one-time rate adjustment to compensate for increased fuel costs incurred by Latah Sanitation, Inc., in fulfilling its obligations under Solid Waste Collection Agreement of October 1, 2003; a one-time lump-sum payment will be in the amount of \$8,930.24.

By Motion and Order, agreed to hold a public hearing for the proposal submitted by Gerardo Alvarez, requesting a short plat (SP736) of a .95-acre parcel to create two parcels of land.

Approved, signed and filed request to surplus equipment – Parks and Recreation.

By Motion and Order, having published notice in the Moscow-Pullman Daily News on March 17, 2007 and held a public hearing on March 28, 2007 shall adopt Resolution 2005-07 which will increase user fees at Robinson Park and Moose Creek Reservoir; overnight camping fees for RV's, Trailers and Campers will increase from \$8.00 to \$10.00 at each park, Group Day Use of 25 persons or more will increase from \$25.00 to \$30.00 at each park; all other user fees will remain the same; this resolution shall repeal Resolution 97-05 and 2001-34; effective March 28, 2007.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (f), convened in executive session at 1:20 p.m. on March 28, 2007, to discuss litigation. Adjourned at 1:50 p.m.

Approved, signed and filed a Retail Alcohol Beverage License by Flying Seal, LLC dba Nectar, 105 West Sixth Street, Moscow.

By Motion and Order, approved the Chair's signature on a Lease Agreement between Latah County and Pitney Bowes for Shaped-Based Rating Upgrade Module for the DM800i Postage Machine in the amount of \$84.00 per month for 60-months to be paid quarterly. Said agreement and amount is in addition to the Lease Agreement for postage machine signed on December 20, 2006. Further, said Upgrade Module is found to be necessary in order to conform to United States Postal Service Shape-Based Pricing to be in effect May 14, 2007.

Approved, signed and filed a Request for Bed, LHS Surplus Inventory.

Denied, signed and filed a Request for Property Tax Hardship by Richmond Property Group, Parcel Number RPM1050002005AA.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Richmond Property Group, Parcel Number RPM1050002005AA; cancellation in the amount of \$4,327.70 plus \$282.52 in penalties and interest.

Approved, signed and filed Request to Approve offer of bankruptcy closing by Adelphia Communications in the amount of \$49,092.92

By Motion and Order, approved the Chair's signature on an amended Equipment Lease Agreement between Latah County and Citicapital, dba Citicorp Vender Finance, supplies through H&H Business Systems, for a Ricoh Digital Copier, Model 4500 SPF, Serial Number M2875000191. Amendment changes name of Lessee from "Latah County" to "County of Latah" as was on prior lease agreement, and adds a "Non-Appropriation of Funds Addendum" to allow for return of equipment should funds not be appropriated in any fiscal year period of the lease.

File fully executed Communications Tower Lease Agreement between Latah County and Bennett Lumber Products, Inc. for the McGary Butte Repeater.

Signed and filed termination of Michael Scoville, Certified Appraiser; Assessor, Revaluation; Department 02A, Line 07, effective April 6, 2007.

Approved, signed and filed a request to hire Amy Rozelle, Part-time Irregular, Data Entry Clerk; Assessor, Revaluation; Department 02A, effective March 26, 2007.

Approved, signed and filed a request to surplus vehicles – Assessor's Office. Said vehicles included in on-line auction with Sheriff's surplus vehicles.

By Motion and Order, authorized Chair to sign Helbling Benefits Consulting/Chad Murray form to release information from Blue Cross of Idaho as requested by Medical Benefits Committee.

Approved, signed and filed a two year incremental increase for Joshua Larson, Patrol Deputy; Sheriff, Operations; Department 04B, Line 13, effective March 1, 2007.

Signed and filed Personnel Change Request Form for Crista Dorsey, Communications Specialist; Sheriff, Communications; Department 04D, Line 03, no action at this time.

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](http://www.latah.id.us/Dept/BOCC/Agenda.htm).

Susan Petersen  
Clerk/Auditor/Recorder

By: Kara Rickert  
Deputy Clerk for the Board of Latah County Commissioners