

COMMISSIONERS' PROCEEDINGS
Week of September 13, 2010

Commissioners Jennifer Barrett, Tom S. Stroschein, and John A. "Jack" Nelson met in regular session on Monday, September 13, 2010, and again on Wednesday, September 15, 2010 the following actions were taken:

Approved, signed and filed a Retail Alcohol Beverage License for Kevin Satre dba The Perch, 509 University Ave., Moscow.

Approved, signed and filed a Retail Alcohol Beverage License for CD's Smoke Pit LLC dba CD's Smoke Pit, 311 E Veatch St., Moscow.

Approved, signed and filed the Commissioners' Proceedings for the week of September 6, 2010.

Approved, signed and filed the transfer of Mairi Stofferahn Part-time, Regular, from Resource Officer, Youth Services, Department 08B, Line 07 to Tracker, Youth Services Trackers, Department 08C, Line 04, and approve a one year incremental increase, effective September 1, 2010.

Signed and filed Separation From Employment for Matt Kruger, Part-time Irregular, Housekeeper; BOCC, Fairgrounds Management; Department 05D, Line 05, effective September 1, 2010.

Approved, signed and filed request to hire Derek Duane McLam, Part-time Irregular, Housekeeper; BOCC, Fairgrounds Management; Department 05D, Line 05, effective September 2, 2010.

Approved, signed and filed request to hire Sterling Stoddard, Part-time Irregular, Tracker, Youth Services Trackers, Department 08C, Line 08, effective August 30, 2010.

Signed and filed Separation From Employment for Patrick Shannon, Part-time Irregular, Patrol Deputy; Sheriff, Reserves; Department 04F, Line 02, effective September 8, 2010.

Signed and filed Separation From Employment for David Halverson, Volunteer Chaplain; Sheriff, Peace Officer's Chaplain Corps, Department 04H, Line 03, effective September 9, 2010.

Signed and filed Separation From Employment for Connie Stiller, Volunteer Chaplain; Sheriff, Peace Officer's Chaplain Corps, Department 04H, Line 04, effective September 9, 2010.

Signed and filed Separation From Employment for Dave Trail, Volunteer Chaplain; Sheriff, Peace Officer's Chaplain Corps, Department 04H, Line 09, effective September 9, 2010.

By Motion and Order, pursuant to Idaho Code 67-2343, amended the agenda as follows: to include a discussion regarding the purchase of vehicles by the Sheriff due to timeliness needed in placing an order. And, to include an Executive Session for Personnel which was inadvertently left off of the agenda and the issue can not wait until the next scheduled meeting with Civil Counsel.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 10:46 a.m. on September 13, 2010, to consider personnel matters. Adjourned at 11:10 a.m.

Signed and filed Legal Notice regarding a water right application by Dewayne and Monica Abbott; Board to protest application to Idaho Department of Water Resources.

By Motion and Order, approved and signed contract between Latah County and Blue Cross of Idaho, Inc. for Latah County Courthouse employees and their dependents for major medical benefits for a period beginning October 1, 2010 and ending September 30, 2011. Rates are attached. Benefit includes 25% minimum for dependents for eligible employees to be paid by County.

By Motion and Order, approved and signed contract between Latah County and Ameritas Group for Latah County Courthouse Employees and their dependents for vision benefits for a period of October 1, 2010 and ending September 30, 2011: rates are attached.

By Motion and Order, approved and signed contract between Latah County and Business Psychology Associates for Employee Assistance Program (EAP) service for Latah County Employees for a period beginning October 1, 2010 and ending September 30, 2011. Rates are attached.

By Motion and Order, authorized Delta Dental (with rollover provision) or Willamette Dental as chosen by eligible Latah County employees for fiscal year 2010-2011. Further, approve and sign contracts effective October 1, 2010 through September 30, 2011 as follows: Delta Dental of Idaho for group dental insurance (Group Number 2182-0000) at a 4% decrease, and Willamette Dental of Idaho, Inc. for group dental insurance (Group Number Z1606) at a 3% increase.

By Motion and Order, approved United Heritage Life/AD&D and STD for fiscal year 2010-2011 for Latah County Employees, effective October 1, 2010 through September 30, 2011.

By Motion and Order, approved a flat fringe benefit for the fiscal year October 1, 2010 through September 30, 2011 for Latah County Employees as per the following schedule:

- a. Part Time Regular Employees (1/2 time): \$ 75.00 per month
- b. Part Time Regular Employees (3/4 time): \$100.00 per month
- c. Full Time Regular Employees: \$125.00 per month

By Motion and Order, renewed Colonial as cancer insurance for \$11.50 for Latah County Courthouse eligible Employees or \$11.50 for Aflac based on choice of employee; effective fiscal year 2010-2011.

By Motion and Order, approved Cobra Contract Administration through A.W. Rehn & Associates, Statewide County Program, at a rate previously approved by the Board of County Commissioners for eligible employees; effective October 1, 2010 through September 30, 2011.

By Motion and Order, appointed Chad Murray of Helbling Insurance as insurance representative in the matter of Latah County employee benefits. Term of representation is for a period commencing October 1, 2010 and ending September 30, 2011.

By Motion and Order, approved the renewal of the Health Reimbursement Arrangement/Volunteer Employee Beneficiary Association ("HRA VEBA) Plan which was approved by the Board in Resolution 2007-36 which provides a tax-free defined contribution account (\$250.00 annually) for eligible employees to pay for medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses; effective October 1, 2010.

By Motion and Order, approved continuation of Administrative Services between Latah County and A.W. Rehn & Associates, Inc. for administering a full flexible benefits plan for Latah County employees, effective October 1, 2010 through September 30, 2011. Further, approve continuation of the Employer Card Services and Adoption Agreement to provide participating employees to use a Visa Debit Card for payment of qualified expenses from the Flex Plan Trust Account, effective October 1, 2010 through September 30, 2011.

By Motion and Order, approved Nationwide Retirement 457b Elective, State of Idaho Counties Deferred Compensation Program, Participant Loan Administrative Procedures and Loans to Participants Amendment to Plan Document; to provide an optional plan to the program for eligible Latah County employees to obtain loans through the Deferred Compensation Plan for Public employees; effective 1st day of October, 2010.

By Motion and Order, adopted the salary scales effective October 1, 2010 with a 0% increase to the midpoint of the scale for the following scales:

Administrative Offices – AO

Public Safety – PS

Department Head – DH

Prosecuting Attorney/Attorney Positions – PA.

Reviewed and Approved Monthly Claims Reports.

Commissioners Jennifer Barrett and Tom S. Stroschein, along with Deputy Clerk Kara Lichti, attended a site tour for the i-Minerals, Inc. proposed mineral lease with Idaho Department of Lands. Minutes are on file.

Commissioners Jennifer Barrett, Tom S. Stroschein and John A. Nelson, along with Clerk Susan R. Petersen, attended the Joint Latah-Whitman County Breakfast at Denny's in Pullman Washington on Wednesday, September 15, 2010. Minutes are on file.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:08 a.m. on September 15, 2010, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 10:20 a.m.

By Motion and Order, approved and signed paperwork for the Idaho Department of Lands – Western States Wildland Urban Interface Fuels Reduction Grant to award the grant to Latah County for the priority Fuels Reduction Project in the amount of \$300,000, with an In-kind match in the amount of \$82,000 for a total of \$382,000 for the Project. Grant effective through August 30, 2012. Disaster Services to be Project Manager.

By Motion and Order, pursuant to Idaho Code 67-2343, amended the agenda for BOCC Weekly Review to include the following items (#1 – 11) as they can not wait until the Board's next regular meeting on Monday, September 27, 2010: agreement with Larry Holbrook for disposal of tires; lease with Rotary Club of Moscow and Rotary Veterans Memorial Pavilion Inc.; Sheriff's vehicle purchase request; building permit fee waiver for City of Genesee; Taxpayer's Adjustment for Veien Family Trust; tuition aid for Rebecca Schwartz; Pay Request No. 8 for the Onaway Water Project; Public Defender hours by Jay Johnson; Taxpayer's Adjustment for Wayne Tweedy; incremental increase for Sheila Krehbiel (Assessor, Motor Vehicles); and an increase in hours for Melody Meuschke (Auditor/Recorder).

By Motion and Order, approved and signed a Ground Lease Modification between Latah County, The Rotary Club of Moscow and Rotary Veterans Memorial Pavilion Inc. to lease a portion of the Latah County Fairgrounds property for the purpose of providing and operating an ice rink for the term of July 1, 2011 through June 30, 2014. Rent shall be paid to the County each year the greater of \$5,000 or 2% of the gross income from all activities in any contract year, which begins on July 1 of each year.

Approved, signed and filed letter from Sheriff Wayne Rausch dated September 13, 2010 regarding Sheriff's Office vehicle purchase; approved the purchase of 4 vehicles now until can get one more.

By Motion and Order, approved and signed an Agreement for Disposal of Tires between Latah County and Larry Holbrook for approximately 340 tires currently stored on his property prior to October 1, 2010. Each party to pay half of the disposal fees as billed by Latah Sanitation Inc. No property owned by Mr. Holbrook shall be used for disposal or storage of tires except as allowed in Idaho Code (§65-39) and Latah County Ordinance No. 229 (Article IX). Any further tires that are delivered to the Solid Waste Processing Facility on or after October 1, 2010 shall be paid for entirely by the property owner.

Approved, signed and filed a request to approve a building permit fee waiver for the City of Genesee; waive plan review fee and 35% of the permit fees.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Veien Family Trust, Parcel Number RP38N03W183706A; cancellation of value equal to difference if grazing exemption had been applied in 2010 assessment.

Request for Taxpayer's Adjustment on behalf of Veien Family Trust, Parcel Number RP38N03W190147A; cancellation of value equal to difference if grazing exemption had been applied in 2010 assessment.

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

By Motion and Order, approved the request for payment as attached and detailed for Pay Request No. 8 for the Onaway Community Development Block Grant Water Project Contract # 09-II14-PF in the amount of \$1,050 for administrative services provided by Walter M. Steed & Associates; the difference of \$3,400 on the Invoice of \$4,450 to be made up by the Onaway Water and Sewer Association. Request has been submitted by Walter Steed, Grant Administrator.

Signed and filed Public Defender hours for August 2010 as submitted by Jay Johnson.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Wayne Tweedy, Parcel Number RP42N03W242424A; building was double assessed, cancellation in appropriate amount as to be determined by the tax rate when determined.

Approved, signed and filed a two year incremental increase for Sheila Krehbiel, Part-time Regular, Vehicle Registration Specialist; Assessor, Motor Vehicles; Department 02B, Line 05, effective September 1, 2010.

Approved, signed and filed an increase in hours for Melody Meuschke from Part-time Regular to Full-time Regular, Deputy Auditor/Elections/Commissioners Minutes; Auditor/Recorder; Department 01B, Line 07, effective October 1, 2010.

By Motion and Order, approved the L-1 Certificate of County Levies for the Taxing Districts, as submitted, for Latah County as prepared by Auditor Susan R. Petersen; said certificate to be submitted to the State Tax Commission for certification pursuant to Idaho Code 63-803(3).

By Motion and Order, approved the Chair's signature on the Virgil Phillips Farm Property Lease between Latah County and City of Moscow for the property commonly referred to as the Virgil Phillips Farm effective October 1, 2010 through September 30, 2012. City to contribute \$5,000 per year towards maintenance and operation of the property.

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: Kara Lichti
Deputy Clerk for the Board of Latah County Commissioners