

COMMISSIONERS' PROCEEDINGS
Week of September 12, 2011

Commissioners Jennifer Barrett, Tom S. Stroschein, and David McGraw met in regular session on Monday, September 12, 2011, and met again on Wednesday, September 14, 2011 the following actions were taken:

Signed and filed Gritman Medical Center and Subsidiaries Summary Report – Charity Care and Bad Debts.

Approved, signed and filed a request by the Wellness Planning Group for permission to use the Latah County Wellness logo on promotional items.

By Motion and Order, approved the consent calendar items as published on the agenda:

- Approval of a three year incremental increase for Sheila Krehbiel, Vehicle Registration Specialist; Assessor, Motor Vehicle; Department 02B, Line 05, effective September 1, 2011.
- Approval of a seven year incremental increase for Peter Steinhoff, Systems Administrator; BOCC, Information Technology Services, Department 05E, Line 03, effective August 1, 2011.
- Approval to change job title on the Table of Organization from 4-H Program Coordinator to Associate 4-H Extension Educator, County Extension Office, Department 10, Line 05.
- Filed Separation From Employment for Nicholas Witham, Tracker, Youth Services Trackers, Department 08C, Line 06, effective September 11, 2011.
- Approval to hire Keith Keating, Tracker, Youth Services Trackers, Department 08C, Line 06, effective September 12, 2011.
- Filed public defender hours for August 2011 as submitted by Charles Kovis.
- Filed public defender hours for August 2011 as submitted by D. Ray Barker, conflict.
- Filed fully executed Extension of Construction Services Agreement between Latah County and RM Mechanical, Inc. for work associated with the EECCBG boiler replacement project.

Approved, signed and filed an Indemnity Bond to Jennifer Bryant in the amount of \$10.

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By Motion and Order, approved and signed a Professional Services Agreement between Latah County and Inland Northwest Broadcasting and Idavend Broadcasting to perform the work associated with delivering a media campaign for the Totally Teen Tailgate to run from September 21 to September 24, 2011 in an amount not to exceed \$350.00.

By Motion and Order, approved and signed a Professional Services Agreement between Latah County and Inland Northwest Broadcasting and KRPL, Inc. to perform the work associated with delivering a media campaign for the LCYAC Environmental Media Campaign to run from October 13, to September 22, 2012 in an amount not to exceed \$6,019.20.

Adopted, signed and filed Resolution 2011-29 regarding elections for National Forest Related Safety Net Payment amount to be allocated to Local Projects for Federal Fiscal Year 2011.

By Motion and Order, pursuant to §4.04 of the Latah County Land Use Ordinance, approved the renewal of a Temporary Second Dwelling for Randy and Michelle Doty, for the residence located at 3120 Park Road, Deary, Parcel Number RP40N01W218856A. This renewal shall begin August 20, 2011 and expire of August 19, 2012.

Approved, signed and filed a request by Moscow Urban Renewal Agency to use the Latah County logo for outreach activities associated with the EPA Brownfields Assessment Grant.

Reviewed and Approved Monthly Claims Report.

Signed and filed recommendations for FY 2011-2012 dated September 8, 2011 from the Employee Benefits Committee: Committee to look into things further for next fiscal year.

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, 2011 and ending September 30, 2012.

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, 2011 and ending September 30, 2012; this would mean an 8.6% increase over fiscal year 2010-2011: Rates are attached. Benefit includes 25% minimum for dependents of eligible employees to be paid by County.

By Motion and Order, approved and signed renewal between Latah County and Ameritas Group for Latah County Courthouse Employees and their dependents for vision benefits at a zero increase for a period beginning October 1, 2011 and ending September 30, 2012.

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, 2011 and ending September 30, 2012.

By Motion and Order, approved and signed renewal of contract with Delta Dental (with rollover provision) for group dental insurance (Group Number 2182-0000) at no increase for fiscal year 2011-2012.

By Motion and Order, approved and signed renewal with Willamette Dental of Idaho, Inc. for group dental insurance (Group Number Z1606); contract at no increase; attached rates effective October 1, 2011; contract renews automatically from year to year unless terminated as provided in original contract.

By Motion and Order, approved United Heritage Life/AD&D for fiscal year 2011-2012 for Latah County employees effective October 1, 2011 through September 30, 2012.

By Motion and Order, approved Cobra Contract Administration through AW Rehn & Associates, Statewide County Program, at a rate previously approved by the Board of County Commissioners for eligible employees; effective October 1, 2011 through September 30, 2012.

By Motion and Order, approved the renewal of the Health Reimbursement Arrangement/Voluntary Employee's 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, 2011.

By Motion and Order, having entered into a Contract with Rehn and Associates, on January 14, 2008, and pursuant to Resolution 2007-06, to provide HRA VEBA benefits, (Health Reimbursement Arrangement/Voluntary Employees Beneficiary Association) to 'eligible' Latah County Employees to pay for medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses; hereby authorize and direct the County Auditor to process the annual payment amount of \$250.00 for Year 4 of the plan as administered by Amertain Health.

By Motion and Order, approved and signed Administrative Services Agreement with Business Associate Addendum between Latah County and A.W. Rehn & Associates, Inc. for administrative services for a full flexible benefits plan for Latah County employees retroactive from January 1, 2008, for pay year 2009 and henceforth to be in effect unless amendments are made upon agreement of both parties.

By Motion and Order, approved the Employer Card Services and Adoption Agreement between A.W. Rehn and Latah County for the purpose of providing eligible Latah County employees participating in the Flex Plan to use a VISA Debit Card for payment of Qualified Expenses from the Flex Plan Trust Account; Card would be issued by the bank, upon enrollment in the program; agreement is between participating employees and Plan Administrator, County has no administrative responsibility for the use of these cards; effective for one year from date of agreement and effective October 1, 2011.

By Motion and Order, renewed Colonial as Cancer insurance for Latah County Courthouse eligible Employees or approve \$11.50 for Aflac based on choice of employee; effective fiscal year 2011-2012.

By Motion and Order, approved and signed Plan Document from Nationwide Retirement Solutions; the plan document provides that Nationwide may propose future amendments to the formally adopted Employer's plan; effective January 1, 2012.

By Motion and Order, adopted the following salary scales: Administrative Office – AO; Public Safety – PS; Department Head – DH; and Prosecuting Attorney (Attorney Positions) – PA. Each scale reflects a 0% increase to the midpoint of the scale; effective October 1, 2011.

By Motion and Order, approved a flat fringe benefit for the fiscal year October 1, 2011 through September 30, 2012 for Latah County Employees as per following schedule: Part Time Regular Employees (1/2 time): \$75.00 per month; Part Time Regular

Employees (3/4 time): \$100.00 per month; and Full Time Regular Employees: \$125.00 per month.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:10 a.m. on September 14, 2011, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 10:15 a.m.; four cases were approved and two cases were denied.

Signed and filed information submitted by County Auditor regarding budgets (Indigent, Building and Grounds, and Justice); sick leave bank balance; and annual grant summary by fund for 2010-2011.

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).

Reviewed and approved claims report.

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 Lichti
Deputy Clerk for the Board of Latah County Commissioners