

**BOARD OF LATAH COUNTY COMMISSIONERS’
SITTING AS A BOARD OF EQUALIZATION
FORMAL AGENDA AND SCHEDULE OF MEETINGS
MEETING IN ROOM 2B**

(Roll call for Executive Session pursuant to Idaho Code Section 67-2345)

MONDAY, DECEMBER 3, 2012

9:00 AM Consent Calendar:

(Being regularly considered by the BOCC, these items will be enacted by one motion unless requested by a Commissioner that one or more items be removed for separate discussion.)

- Approval of the Commissioners’ Proceedings for the week of November 26, 2012
- Approval to hire Elizabeth Wolfe, Extension Clerical Assistant (November 21, 2012)
- File Idaho Community Development Block Grant Award Letter for the Troy/Genesee Culvert Replacement Project
- File fully executed Revised Memorandum of Understanding Chip Gilliam Memorial Fund between Latah County, Latah County Fair Board and Janet Gilliam
- File Notice of Hearing before the Idaho Board of Tax Appelas in the matter of the appeal of Eckhardt Properties, LLC from the decision of the Board of Equalization of Latah County for tax year 2012 for Parcel Number RPM04970050210A
- Approval of tuition aid for Lindia Elting (Trana) – (College of Southern Idaho)
- File letter dated November 27, 2012 regarding cancellation of State of Idaho lease M4011 effective December 31, 2012

Approve/Deny, Sign, and File

1. Consent Calendar Items Continued for Discussion and Decision
2. Motion to approve closure of Latah County offices on Thursday, December 13, 2012 from noon to 1:30 p.m. for the annual employee holiday party
3. Request to approve the change of status for Vicky MacArthur, Social Services Director from Full-time Regular to Part-time Irregular (January 1, 2013)
4. Request to approve the closure of the Auditor’s Office at 3:00 p.m. on Monday, December 24, 2012
5. Request to approve a renewal contract for Workers Compensation and Employees Liability Insurance through the Idaho State Insurance Fund
6. Request to approve an Amendment to the Agreement with Idaho Information Consortium, LLC for credit/debit card transaction for Latah County Department of Motor Vehicles
7. Request for Taxpayer’s Adjustment on behalf of:
 - George & Gleanne Wray, Parcel Number LRM00000094888A
 - Leonard Labine, Parcel Number RPM07650040490
 - Lazer Heating, Parcel Number PPL241
 - Carolyn McCoy, Parcel Number LRM00000094872A
8. File 2012 Statewide Average Urban Tax Rates as received from the State Tax Commission
9. Request for extension of Personal Property Taxes by:
 - Penny Smith and Jeff Weber, Parcel Number MH23CT00048BA

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 3, 2012

- Marilyn MacFarlane, Parcel Number MH20CT00002A & MH20CT00012A
- Tina Lemper, Parcel Number MH01500014003AA
- Robin Burns, Parcel Number MH26CT00008AA
- Llyod Wilson & Judith Wilson, Parcel Number MH06CT00026BA

10. Request to approve Solid Waste Exemption on behalf of Bobby Daigle, Parcel Number RP39N03W300452A
11. Request to approve the Chair's signature on the Forest Service Snowmobile Trail Grooming Agreement
12. Request to appoint members to the Snowmobile Advisory Committee
13. Request to reappoint Nora Locken to the Parks Board
14. Request to appoint Barbara Coyner to the Historic Preservation Commission
15. *File Courthouse Security Committee Meeting Minutes dated November 29, 2012*
16. Review and Approve Claims Report

10:00 AM

Civil Counsel

1. Purchasing at County Sale Policy Update and Discussion
2. Personal Use of County Property Discussion
3. Political Activity Discussion
4. Review Thompson Appeal
5. Planning Commission Appointment Discussion
6. Executive Session – Records Exempt from Public Disclosure
7. Vehicle Maintenance Discussion
8. Department Update
9. Items for Future Agenda

11:00 AM

Wellness Planning Group *Regular Meeting*

1. *LEVEL Club Rewards Program Update*
2. *Wellness Update*
3. *Items for Future Agenda*

1:30 PM

ITS Regular Meeting

1. E-mail Upgrade Status Discussion
2. Eastside Marketplace Fiber Connection Update
3. Budget Discussion
4. Department Update
5. Items for Future Agenda

Close as a Board of Equalization

WEDNESDAY, DECEMBER 5, 2012

9:00 AM

Request for Indigent Funds

Meeting Place: US Federal Building, 220 East 5th Street, Moscow, Room 221

10:15 AM

Executive Session – Records Exempt from Public Disclosure

Request to Hardship – Parcel Number RP41N05W131803A

11:00 AM

Building and Grounds Regular Meeting

1. Building Repair Update
2. Department Update
3. Items for Future Agenda

1:30 PM

BOCC Weekly Review

1. Request to update information with Moscow Chamber of Commerce for inclusion in their updated website
2. Idaho Federal Lands Access Program Discussion

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 3, 2012

3. Committee and Meeting Reports
4. Schedule/Calendar Review
5. Items for Future Agenda

Approve/Deny, Sign, and File

1. Request to approve the change to the Latah County Personnel Policy Handbook to add "Purchasing at County Sales" section

2. *Request for building permit fee waiver for Moscow Rural Fire District*

3. Review and Approve Claims

3:00 PM ICRMP Risk Management Discount Program Tailgate Session – Harassment Policy Training

OTHER MEETINGS

MONDAY, DECEMBER 3, 2012

6:30 PM CERT Training, Room 2B, Courthouse

TUESDAY, DECEMBER 4, 2012

10:11 AM Employee Benefits Committee, Room 2B, Courthouse

5:30 PM Planning Commission, Room 2B, Courthouse

WEDNESDAY, DECEMBER 5, 2012

Associated Taxpayers of Idaho Annual Conference, Boise – Commissioner Stroschein
City/County/University/School District Breakfast, UI Wallace Complex

7:00 AM Zoning Commission, Room 2B, Courthouse

5:30 PM

THURSDAY, DECEMBER 6, 2012

8:45 AM – Mediation, Room 2B, Courthouse
5:00 PM

SATURDAY, DECEMBER 8, 2012

Nez Perce-Clearwater Forest Plan Revision Meeting, Grangeville – Commissioner McGraw

1-4 PM Latah County Historical Society Victorian Holiday, McConnell Mansion

12/3/2012 1:33 PM

Amended Agenda