

**BOARD OF LATAH COUNTY COMMISSIONERS’
FORMAL AGENDA AND SCHEDULE OF MEETINGS
MEETING IN ROOM 2B
(Roll call for Executive Session pursuant to Idaho Code Section 67-2345)**

MONDAY, DECEMBER 17, 2012

- 9:00 AM Elected Officials and Department Heads Monthly Meeting
1. Employee Purchasing at County Sale Policy Update and Discussion
 2. County Equipment Use Discussion
 3. Sick Leave Bank Modifications Discussion
 4. Workers Comp Claims – Susan Petersen
 5. Courthouse and Office Hours December 24 and December 31
 6. Motor Pool/Vehicle Maintenance Discussion
 7. Department Updates
 8. Items for Future Agenda
- 10:00 AM Civil Counsel
1. Executive Session – Records Exempt from Public Disclosure
 2. Department Update
 3. Items for Future Agenda
- 11:00 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 to hire Janis Steffens, Part-time Regular, Assessor Property Conveyance Technician (January 2, 2013)
 - Approval of incremental increases for: Terrie Sanderson, Assessor Personal Property Clerk (7 year); Alyssa Hartford, Ad Valorem Appraiser (2 year); Crystal Burrows, Sheriff Drivers License Examiner (6 month); Travis Catt, Sheriff Patrol Corporal (5 year); Justin Anderson, Sheriff Patrol Deputy (4 year); Ryan Sillers, Sheriff Patrol Deputy (10 year); Richard Beal, Sheriff Detention Deputy (5 year)
 - File Public Defender hours for November 2012 as submitted by Charles E. Kovis
 - File fully executed USDA Forest Service Modification of Grant or Agreement Modification 4 to the Challenge Cost Share Agreement for the 2012-2013 Annual Operating Plan for Snowmobile Area #29
- Approve/Deny, Sign, and File
1. Consent Calendar Items Continued for Discussion and Decision
 2. Request to adopt Ordinance No. 311 Political Activity by Latah County Employees
 3. Request to adopt Resolution 2012-32 – Declaration to Designate Idaho Association of Counties as Latah County’s Representative in TracFone Telecommunication 911 Fee Litigation
 4. Request to approve the addition to the Personnel Policy Handbook regarding Purchasing at County Sales *and Personal Use of County Property*
 5. Request to approve Employee Benefits Committee Recommendations regarding the County’s Sick Leave Bank
 6. Request to approve the Chair’s signature on a Memorandum of Understanding for the Palouse Cooperative Weed Management Area through December 31, 2017

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 17, 2012

7. Request for Indemnity Bond in the amount of \$64.00 to Office Depot
 8. Request for Taxpayer's Adjustments on behalf of:
 - Jimmie Carlson, Parcel Number RP41N04W337213A
 - Michael Rosen, Parcel Number RP40N02W162556A
 - Clyde & Jacklyn Goding, Parcel Number RP41N04W147234A
 - Bruce & Brandi Roberts, Parcel Number SRM054000B005AA
 9. Request to approve employee recognition for 5, 10, 15, and 25 years of service
 10. Request to reappoint Becky Kellom to the Historic Preservation Commission
 11. Request to approve and sign a Cooperative Law Enforcement Annual Operating Plan & Financial Plan with the USDA Forest Service for 2013
 12. Request for Extension of Personal Property Taxes by:
 - Patrick Myers, Parcel Number MH33CT00005AA
 13. Follow-up and Decision regarding request for Homeowner's Exemption for 2013 by Tim and Deanna Bren, Parcel Number RPP1520045001AA
 14. Review and Approve Claims Report
- 1:30 PM Meeting with Community Health Association of Spokane (CHAS) regarding potential Moscow Community Health Center
- 2:00 PM Meeting with Kristina Carrier regarding property valuation, Parcel Number RPM0630001014AA
- 2:30 PM Motor Pool Regular Meeting
1. Shop Maintenance and Improvements Discussion
 2. Executive Session – Personnel
 3. Items for Future Agenda
- 3:00 PM Solid Waste Regular Meeting
1. Courthouse Recycling Discussion
 2. Rural Recycling Program Discussion
 3. Circuit Breaker Discussion
 4. Contracts Update and Discussion
 5. Request for Solid Waste Exemption by Brigitte Reynolds, Parcel Number MH09CT00007A
 6. Request for Solid Waste Exemptions by Monte Nelson and Terri Goughnour, Parcel Numbers MH41N05W337803A, RP39N04W086307A, MH39N04W173000A, RP41N05W337803A
 7. Items for Future Agenda
- 4:00 PM Meeting with Brian Smith regarding Homeowner's Exemption on Parcel Number RP38N02W093299A

WEDNESDAY, DECEMBER 19, 2012

- 9:00 AM IAC Webinar Series – Legislative Primer
- 11:15 AM Executive Session – Records Exempt from Public Disclosure
Request for Hardship, Parcel Number RPJ1390011007AA
- 1:30 PM Request for Indigent Funds
Meeting Place: US Federal Building, 220 East 5th Street, Moscow, Room 221
- 2:30 PM Executive Session – Personnel
- 3:00 PM BOCC Weekly Review
- Motion to amend the agenda***
1. Request to vote for Catastrophic Health Care Cost Program Board of Directors Representative for District 2
 2. Request for Project Proposals for the 2013 Idaho Federal Lands Access Program

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 17, 2012

3. Request for comments on the Draft Lower Snake River Programmatic Sediment Management Plan/Environmental Impact Statement
4. Request to complete Airport Stakeholders Meeting Pullman Urban Growth Area Expansion Proposal Comment Form
5. Committee and Meeting Reports
6. Schedule/Calendar Review
7. Review and Approve Claims
8. Items for Future Agenda

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 December 10, 2012
- ***File Separation From Employment for Tyler Bollman, Sheriff Patrol Deputy (December 18, 2012)***

Approve/Deny, Sign, and File

1. Consent Calendar Items Continued for Discussion and Decision
2. *Request to approve and sign an Idaho Bureau of Homeland Security State Administering Agency Homeland Security Grant Program Sub-Grant Award Document for the 2011 Emergency management Performance Grant*
3. ***Request to approve the Chair's signature on an Idaho Community Development Block Grant Program Contract with Idaho Department of Commerce***
4. *Requests for Extension of Personal Property Taxes (others as needed)*
 - *Miriam Frederiksen, Parcel Number MH20CT02044A*
 - *Angie Leras, Parcel Number MHJ1390030011CA*
 - *GoNano Technologies – Tim Kinkeade, Parcel Number PPG193A*

OTHER MEETINGS

MONDAY, DECEMBER 17, 2012

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

TUESDAY, DECEMBER 18, 2012

2:00 PM GIS Committee, Room 2B, Courthouse

WEDNESDAY, DECEMBER 19, 2012

9:00 AM IAC Webinar, Room 2B, Courthouse

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

THURSDAY, DECEMBER 20, 2012

10:00 AM State Board of Tax Appeals, Room 2B, Courthouse

5:00 PM Parks and Recreation Board, Room 2B, Courthouse

12/18/2012 5:07 PM

PROPOSED Amended Agenda