

**COMMISSIONERS' PROCEEDINGS**  
**Week of September 30, 2013**

Commissioners David McGraw and Tom S. Stroschein met in regular session on Monday, September 30, 2013 and Commissioners David McGraw, Tom S. Stroschein and Richard Walser met again on Wednesday, October 2, 2013 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:04 a.m. on September 30, 2013, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:07 a.m.; one case was approved and no cases were denied.

By Motion and Order, pursuant to Idaho Code 67-2343, amended the agenda to reschedule the 2:15 p.m. Consent and Approve/Deny, Sign & File items that are time sensitive to 9:50 a.m. today due to a lack of quorum after noon. All other agenda items will be continued to Wednesday or whenever they can be rescheduled.

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

- Filed Notice of Application, and Notice of Modified Procedure before the Idaho Public Utilities Commission in the matter of the Application of Avista Corporation DBA Avista Utilities for an accounting order authorizing deferred accounting treatment of costs related to improving dissolved oxygen levels in Lake Spokane.
- Filed the resignation of Janet Hohle from the Latah County Planning Commission effective September 17, 2013.
- Approval of tuition aid for Tia Valles (College of Southern Idaho).
- Approval to change Title and Pay Grade for Carla Thompson from Vehicle Registration Specialist, AO6 to Vehicle Registration Team Leader, AO7; Assessor, Motor Vehicles; Department 02B, Line 02, effective October 1, 2013.
- Approval to hire Erin Gram, Legal Assistant, Deputy Prosecuting Attorney; Prosecuting Attorney; Department 07, Line 12, effective October 1, 2013.
- Approval to hire D. Aaron Hooper, Deputy Prosecutor C, Prosecuting Attorney, Department 07, Line 06, effective October 15, 2013.
- Approval to hire Skylar Pierson, Detention Deputy; Sheriff, Detention; Department 04E, Line 11, effective October 1, 2013.
- Approval to hire Reid Hazelbaker, Detention Deputy; Sheriff, Detention; Department 04E, Line 10, effective September 23, 2013.
- Filed fully executed Agreement for Maintenance Services between Latah County and Valence Wireless & Communications.

- Filed fully executed Contract between Latah County and Mr. Cabinet Mfg., Inc.
- Filed Separation From Employment for Salena Bergen, Legal Assistant, Deputy Prosecuting Attorney, Prosecuting Attorney, Department 07, Line 09, effective September 27, 2013.

Approved, signed and filed a request for letter of support for the Latah County Historical Society for inclusion in a grant application to Idaho Heritage Trust.

By Motion and Order, approved and signed a Latah County Solid Waste Collection Agreement, including Appendices as listed in the Agreement, between Latah County and Latah Sanitation, Inc. (LSI) for a rural solid waste collection system within Latah County including the rural cities of Bovill, Deary, Genesee, Juliaetta, Kendrick, Potlatch, and Troy. The term of this Agreement is ten (10) years effective October 1, 2013 through September 30, 2023. Latah County shall make monthly payments to LSI in accordance with Appendix G.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Kendrick pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Kendrick shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Deary pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Deary shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Potlatch pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Potlatch shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Troy pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Troy shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Bovill pursuant to the terms and conditions of the Latah County Solid Waste Collection

Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Bovill shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Genesee pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Genesee shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

By Motion and Order, approved and signed a Latah County Agreement for Solid Waste Collection, Recycling and Bulky Waste Programs between Latah County and City of Juliaetta pursuant to the terms and conditions of the Latah County Solid Waste Collection Agreement with Latah Sanitation, Inc. for a term of ten (10) years effective October 1, 2013 through September 30, 2023. City of Juliaetta shall provide a monthly list of residential and commercial accounts inside the city limits and the County shall bill the City as outlined in this Agreement.

Signed and filed Separation From Employment for David Douglas, Supervisor, Mechanic II; BOCC, Motor Pool Services; Department 05H, Line 01, effective September 30, 2013.

By Motion and Order, approved and signed a Consultant Agreement between Latah County, Idaho Supreme Court and Frances Thompson for the performance of duties of the Court Assistance Office in Latah County October 1, 2013 through September 30, 2014 in the amount of \$3,534 per month to be paid by the Supreme Court. Latah County to reimburse the Supreme Court in the amount of \$21,640 annually, as well as provide office space, equipment and supplies to the Court Assistance Office Project.

By Motion and Order, approved and signed a Professional Services Contract and Retainer as Counsel for Indigent persons between Latah County and Ashley Rokyta for a period of 24 months beginning October 1, 2013 and ending September 30, 2015 in the amount of \$105,607 payable in monthly installments of \$8,800.59 for the first twelve months, and in the amount of \$107,719 payable in monthly installments of \$8,976.59 for the following twelve months beginning on October 1, 2014. The Contract previously signed between Latah County and McCormick & Rokyta, PLLC on September 2, 2013 is replaced by this Contract, upon its approval, as well that of its companion agreement with Deborah McCormick.

By Motion and Order, approved and signed a Professional Services Contract and Retainer as Counsel for Indigent persons between Latah County and Deborah McCormick for a period of 24 months beginning October 1, 2013 and ending September 30, 2015 in the amount of \$105,607 payable in monthly installments of \$8,800.59 for the first twelve months, and in the amount of \$107,719 payable in monthly installments of \$8,976.59 for the following twelve months beginning on October 1, 2014. The Contract previously signed between Latah County and McCormick & Rokyta, PLLC on September 2, 2013 is replaced by this Contract, upon its approval, as well that of its companion agreement with Ashley Rokyta.

By Motion and Order, approved and signed a Professional Services Contract and Retainer as Counsel for Indigent persons between Latah County and Brandi Rouse for a period of 24 months beginning October 1, 2013 and ending September 30, 2015 in the amount of \$105,607 payable in monthly installments of \$8,800.59 for the first twelve months, and in the amount of \$107,719 payable in monthly installments of \$8,976.59 for the following twelve months beginning on October 1, 2014.

By Motion and Order, approved the Chair's signature on the Kyle Wilder Short Plat (#894) for Rezone #762 on Parcel Number RP04004050601C.

By Motion and Order, approved and signed a Gritman Medical Park, LLC Office Lease between Latah County and Gritman Medical Park, LLC for office space consisting of approximately 4,968 square feet for Suites 200, 303, 305, 317 and 319 located in the building commonly known as the Federal Building in the amount of \$3,312 per month (\$8.00 per square foot per year) for a term of one year, effective October 1, 2013 through September 30, 2014.

By Motion and Order, approved and signed a Professional Services Contract for Indigent Persons – Conflicts between Latah County and D. Ray Barker for a period of 24 months beginning October 1, 2013 and ending September 30, 2015 at the rate of \$85.00 per hour.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), (c) & (d), convened in executive session at 10:30 a.m. on September 30, 2013, to consider personnel, deliberate regarding an acquisition of an interest in real property and consider records that are exempt from public disclosure. Adjourned at 10:58 a.m.

Signed and filed correspondence from John & Dana Kelly regarding assessment and property tax increase concern.

Reviewed and approved Claims Report.

Commissioners Tom S. Stroschein and Richard Walser, along with Clerk Susan R. Petersen, attended the Quarterly Regional Breakfast hosted by Whitman County Commissioners on Wednesday, October 25, 2013 at in Colfax, Washington. Minutes are on file.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:35 a.m. on October 2, 2013, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 10:20 a.m.; five cases were approved and two cases were denied.

By Motion and Order, approved and signed an Idaho Bureau of Homeland Security Application for Assistance to the 2013 Emergency Management Performance Grant for Latah County Disaster Services in the amount of \$28,069.92 with a County match of \$28,069.92 for the proposed project dates of October 1, 2012 through September 30, 2014. Disaster Services Coordinator to be the contact person and grant administrator.

By Motion and Order, approved and signed an Idaho Bureau of Homeland Security Subgrant Application for Assistance to the 2013 Homeland Security Grant Program for Latah County Disaster Services in the amount of \$56,874.74 for the proposed project dates of October 1, 2013 through July 31, 2015. Disaster Services Coordinator to be the contact person and grant administrator.

Filed information from the Public Hearing regarding the Status of Funded Activities for the Idaho Community Development Block Grant for the South Latah Highway District Genesee/Troy Culvert Replacement Project.

By Motion and Order, having held a public hearing as provided by law, shall adjust the **2012-2013** Budget as follows:

1. increase Current Expense – Veterans Services \$444  
increase Current Expense – Veterans Services Budget line 01-33-0439-0000, Travel in the amount of \$444 from \$961.03 to \$1,405.03 – revenue Idaho Division of Veterans Services-reimbursement for training; and
2. establish Justice Assistance Grant 259-00 Budget \$10,820  
establish Justice Assistance Grant 259-00 Budget line 259-00-0806-0000, Capital – Office Equipment in the amount of \$10,820 – revenue U.S. Department of Justice (*Fund and Cash Fund for this grant have already been established*)

for a total adjustment of \$11,264; and

Shall adjust the **2013-1014** Budget as follows:

1. increase Rural Economic Development Professional Program 268-00 Budget \$4,500  
Increase Rural Economic Development Professional Program 268-00 Budget line 268-00-0660-0000, Grant Allocation in the amount of \$4,500 from \$25,500 to \$30,000 – revenue Idaho Department of Commerce

for a total adjustment of \$4,500.

These funds are unscheduled revenues or carry forward funds and the expenditure of these funds will be at no additional cost to the taxpayers of Latah County. The Board authorizes and directs the County Auditor to make the necessary adjustments.

Approved, signed and filed Latah County Rural Addressing Corrections as requested by Planning and Building Department.

Reviewed and Approved Claims Reports.

Approved, signed and filed the Latah County Polling Places for the November 5, 2013 City Elections.

Approved, signed and filed the Precinct Workers for the November 5, 2013 City Elections.

Approved, signed and filed a Solid Waste Exemption by Nadine Olmsted, Parcel Number RP41N03W327802A; hardship in the amounts of \$148.20 (2013) & \$137.40 (2014).

By Motion and Order, adopted Resolution #2013-20A “Fee Schedule of the Latah County Building Code ‘Appendix A’ Building Valuation Fees” to correct a clerical error on page 2 which inadvertently left out the “Non-refundable fee deposit” under ‘General Fees’.

By Motion and Order, pursuant to §4.04 of the Latah County Land Use Ordinance, approved the temporary second dwelling renewal request for Keith Wilson for the residence located at 1892 Highway 9, Deary, Parcel Number RP40N03W012850A. This renewal shall begin September 15, 2013 and expire on September 15, 2014.

Approved, signed and filed the Prosecuting Attorney’s Office salaries for FY2013-2014.

Approved, signed and filed the Amended BOCC, Fairgrounds Department salaries for FY2013-2014; clerical correction.

Approved, signed and filed the Amended Elected Officials salaries for FY2013-2014; clerical correction.

Approved, signed and filed the Amended Auditor/Recorder Department salaries for FY2013-2014.

By Motion and Order, approved and signed Ordinance #314 amending the Latah County Land Use Ordinance (Ordinance #269, as amended) for the “Wagner Rezone #892, changing the zone classification for a 2.98-acre parcel of land located in Section 03, Township 41 North, Range 05 West, B.M. (Assessor’s Parcel Number RP41N05W034853A) from Agriculture/Forest to Rural Residential.

By Motion and Order, approved the Chair’s signature on the Challenge Cost-share Agreement among the Idaho Department of Parks and Recreation and Latah County and USDA Forest Service, Nez Perce-Clearwater National Forests for the purpose of documenting the cooperation among the parties for the groomed snowmobile trails program within the boundaries of State Designated Snowmobile Area #29 in Latah County effective through August 31, 2018.

Approved, signed and filed an Alcohol Beverage Catering Permit for Moscow Alehouse Inc. dba Moscow Alehouse for the event located at Schierman’s Club House and Events Center, 3225 Robinson Park Rd., Moscow to be held on Sunday, October 6, 2013.

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 Egan  
Deputy Clerk for the Board of Latah County Commissioners