

**COMMISSIONERS' PROCEEDINGS**  
**Week of October 21, 2013**

Commissioners David McGraw, Tom S. Stroschein and Richard Walser met in regular session on Monday, October 21, 2013 and Commissioners David McGraw and Richard Walser met again on Wednesday, October 23, 2013 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b) & (d), convened in executive session at 10:08 a.m. on October 21, 2013, to consider personnel and records exempt from public disclosure. Adjourned at 10:25 a.m.

By Motion and Order, approved the consent calendar items as published on the agenda (with the removal of the Commissioners' Proceedings):

- Approval of a change in status for Tom Idol, Veterans Service Officer, ADA Coordinator; BOCC, Administration; Department 05A, Line 07, from half-time (20 hours per week) to three-quarter time (32 hours per week), effective October 1, 2013;
- Approval to surplus equipment – Auditor's Office.

By Motion and Order, approved and signed a Memorandum of Understanding between Latah County Sheriff's Office and Idaho Transportation Department – Office of Highway Safety (OHS) Grant to provide assistance for Traffic Enforcement Mobilizations during specified Highway Safety Performance Plan focus area mobilizations periods, special events or corridor enforcement; OHS to reimburse Latah County for paid overtime hours worked, regular duty dedicated patrol hours and reimbursement for traffic safety equipment. Further, ratify a FFY 2014 Anticipated Equipment Purchase – Traffic Enforcement Mobilization, Office of Highway Safety in the amount of \$14,791.

By Motion and Order, approved and signed the County Annual Juvenile Justice Report to the Idaho Department of Juvenile Corrections for Latah County Juvenile Probation for October 1, 2012 to September 30, 2013.

By Motion and Order, approved and signed a Professional Services Agreement Work Request and Contract between Latah County Parks and Recreation and Rim Rock Consulting, Inc. for a boundary survey to locate and mark the Railroad Right-of-Way for the Latah Trail along the south side located in Lots 45 & 46 of the Plat of Section 16, T39N, R5W, B.M in the amount of \$1,445. Parks Director Andy Grant to oversee the Project.

By Motion and Order, approved and signed a Memorandum of Agreement between Latah County and Public Health – Idaho North Central District for the purpose of providing a framework to guide the cooperative efforts between Public Health and Latah County in posting public health information and resources on the county website. Public Health to reimburse the County in an amount not to exceed \$11,000; effective October 1, 2013 through June 15, 2014.

Approved, signed and filed an Indemnity Bond in the amount of \$500 to Kelly Suter.

Approved, signed and filed a Solid Waste Exemption by Schweitzer Properties, Parcel Number RP40N05W210751A; refund in the amount of \$60 as home is uninhabited and will be removed from the property.

Approved, signed and filed a Solid Waste Exemption on behalf of Brian Woolverton & Shallon Wood, Parcel Number RP42N05W357360A; hardship.

Adopted, signed and filed Resolution 2013-26 to establish Fund 03-00 Judgment CV2010-890 Budget and Cash and transfer funds from the Current Expense – General Reserve Fund 01-29 Budget Line 01-29-0526-0001, Contingency to said established fund to establish audit trail for payment of Thompson Appeal Judgment in the amount of \$110,841.61.

Adopted, signed and filed Resolution 2013-27 to combine budgets of both Fund 33-00 Emergency 911 and Fund 34-00 Wireless Emergency 911 into fund 33-00 Emergency 911 and retaining the cash and necessary budget lines for a total of \$263,550.

Reviewed and Approved Claims Reports.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 11:50 a.m. on October 21, 2013, to consider personnel matters. Adjourned at 12:25 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 2:15 p.m. on October 21, 2013, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 3:08 p.m.; three cases were approved and four cases were denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 3:26 p.m. on October 21, 2013, to consider personnel matters. Adjourned at 3:48 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 4:15 p.m. on October 21, 2013, to consider personnel matters. Adjourned at 4:22 p.m.

Approved, signed and filed a request for Community Forestry funds (Craig-Wyden) by Jen Elliott for a project in the City of Troy; proceed with required 45-day comment period and public hearing.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 1:48 p.m. on October 23, 2013, to consider personnel matters. Recessed at 2:30 p.m., and reconvened at 2:45 p.m. Adjourned at 3:14 p.m.

By Motion and Order, pursuant to Idaho Code 67-2343 amended the agenda to include items #4 (Reduction in Force Agreement) and 5 (Jason Kilborn incremental increase) on the Approve/Deny, Sign & File agenda as the items are time sensitive and cannot wait until the next meeting of the Board.

By Motion and Order, approved the Chair's signature on a Reduction in Force Agreement and Release between Latah County and David Douglas, Motor Pool Supervisor/Mechanic, to govern the terms of severance of employment as signed by employee David Douglas on October 22, 2013.

Approved, signed and filed an Amended Personnel Change Request Form for the Separation From Employment of David Douglas, Supervisor, Mechanic II; BOCC, Motor Pool Services; Department 05H, Line 01 to correct the effective date to be December 31, 2013, and add language in the comments.

By Motion and Order, approved and signed the 2013 Sidewalk Program Cost Calculation Sheet from City of Moscow for work to be completed on sidewalks located on the Latah County Courthouse property as outlined on attached map, in an amount not to exceed \$15,982.41. Jim Kremer, Building and Grounds, to coordinate said work.

Approved, signed and filed a 15 year incremental increase for Laurel Caldwell, Information Services Director; BOCC, Information Technology Services; Department 05E, Line 01, effective October 1, 2013.

Approved, signed and filed a Request to approve a 15 year incremental increase for Jason Kilborn, Maintenance Tech II; BOCC, Building and Grounds; Department 05F, Line 02, effective October 1, 2013.

Approved, signed and filed the Commissioners' Proceedings for the week of October 14, 2013.

Reviewed and Approved Claims Reports.

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 Egan  
Deputy Clerk for the Board of Latah County Commissioners