

COMMISSIONERS' PROCEEDINGS
Week of November 4, 2013

Commissioners David McGraw, Tom S. Stroschein and Richard Walser met in regular session on Monday, November 4, 2013 and again on Wednesday, November 6, 2013 the following actions were taken:

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

- Approval of the Commissioners' Proceedings for the week of October 28, 2013;
- Filed fully executed Challenge Cost-Share Agreement between Latah County, Idaho Department of Parks and Recreation, and USDA Forest Service, Nez Perce-Clearwater National Forests for Snowmobile Area #29;
- Approval of tuition aid for Abbigale Seubert (North Idaho College);
- Filed fully executed Memorandum of Agreement between Latah County and Public Health – Idaho North Central District for posting public health information and resources on the county website;
- Approval of an incremental increase for Austin Cole, Elections Deputy Clerk (2 year);
- Filed Public Defender hours by Deborah McCormick (October 2013);
- Filed Public Defender hours by Ashley Rokyta (October 2013);
- Filed resignation of Henry Johnston from the Latah County Fair Board.

By Motion and Order, approved and signed the following documents for the renewal of a Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association (HRA VEBA) plan as the Employer: Employer Data Page; Employer Adoption Agreement VEBA Trust for Public Employees in the Northwest; Schedule A to Employer Adoption Agreement: *Formal Action and Plan Design Documentation*; and Schedule B to Employer Adoption Agreement: *Summary of Compliance Requirements Applicable to HRAs*; effective January 1, 2014.

By Motion and Order, appointed the following members of the Latah County Snowmobile Advisory Committee for a one-year term to expire December 31, 2014: Larry McMillan, Rich Morrison, Gene Riggs, Jim Peters, Tim Clyde, Kurt Nichols and Thomas Cass. Further, the Board also appoints the following as ex-officio members: Adam McClory, Wayne Lynn and Kent Nichols.

Approved, signed and filed a request to transfer files by Cinda Williams; direct ITS to assist.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Charles Hanks, Parcel Number RPO1490005010AA; cancellation to adjust for incorrect value on vacant adjacent property as requested by the property owner.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 11:10 a.m. on November 3, 2013, to consider personnel matters. Adjourned at 11:40 a.m.

Approved, signed and filed a request by Brian and Allison Yanites regarding 2012 property taxes and homeowners' exemption; direct assessor to prepare taxpayer's adjustment.

By Motion and Order, approved job descriptions for: Director Youth Services, and Director Adult Misdemeanor as submitted and reviewed by the Board of Commissioners; effective the 4th day of November, 2013.

Approved, signed and filed the change in title and pay-grade for Skye Taylor from Senior Probation Officer/Interim Director, AO13 to Youth Services Director, DH5, effective November 4, 2013.

Approved, signed and filed the change in title and pay-grade for Sarah Swanson from Senior Probation Officer, AO13 to Adult Misdemeanor Director, DH5, effective November 4, 2013.

Approved, signed and filed modifications to the Table of Organization for Probation Services Department.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:04 a.m. on November 6, 2013, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:23 a.m.; two cases were approved and one case was denied.

By Motion and Order, approved from County Clerk, Susan R. Petersen, no proposals (Idaho Code 67-2309) were received for the Latah County Courtroom One Door Removal, Purchase and Installation Project, as advertised, to be received no later than 5:00 p.m. on November 1, 2013; pursuant to Idaho Code 67-2320, authorize the Clerk to go forward to acquire said proposal from a licensed public works contractor (Idaho Code 54-1901(2)(c)) based on best interest of the County; Board will accept changes to proposal as amended and provided by County Clerk.

Signed and filed a request for comments on the North Side Powell Project by the Powell Ranger District of the Nez Perce Clearwater Nation Forest.

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>.

Susan Petersen
Clerk/Auditor/Recorder

By: Kara Egan
Deputy Clerk for the Board of Latah County Commissioners