

COMMISSIONERS' PROCEEDINGS
Week of December 16, 2013

Commissioners David McGraw, Tom S. Stroschein and Richard Walser met in regular session on Monday, December 16, 2013 and again on Wednesday, December 18, 2013 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:02 a.m. on December 14, 2013, to discuss records that are exempt from public disclosure. Adjourned at 10:32 a.m.

By Motion and Order, approved and signed a First Lease Amendment between Latah County and Gritman Medical Park, LLC to the Office Lease executed by the parties on September 30, 2013 to reflect the renumbering of office suites and adoption of a revised parking plan; effective December 16, 2013.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 11:05 a.m. on December 14, 2013, to discuss records that are exempt from public disclosure. Adjourned at 11:27 a.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 1:32 p.m. on December 16, 2013, to consider personnel matters. Adjourned at 1:51 p.m.

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

- Approval of the Commissioners' Proceedings for the week of December 2, 2013.
- Approval to surplus equipment – Planning and Building.

By Motion and Order, reappointed the following members to the Latah County Arts & Culture Committee for a one year term ending December 31, 2013: Kathy Zenner, Dana Magnuson, Ludmilla Saskova, Troy Sprenke, Emily Raasch and Mabel Vogt.

By Motion and Order, reappointed Liz Bryant to the Board of Community Guardians, Position #9, for a four-year term to expire December 31, 2017.

By Motion and Order reappointed Sharon Harris (position 8) and Dorothy Anderson (position 2) to the Historic Preservation Commission for terms to expire on December 31, 2016.

By Motion and Order reappointed Nora Locken, Daniel Leonard, Margaret Littlejohn, Lee Ann Eareckson, Gail Cochran, and Kathy Dawes to the Latah County Parks and Recreation Board for a term to expire December 31, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Heather Mulder, Parcel Number MHB12600130050A; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Anna Marie Hendrix, Parcel Number MH01660009011AA; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Dennis White, Parcel Number MHB12600170040A; will pay by April 15, 2014.

Approved, signed and filed a request to surplus vehicle – Probation Services and Planning & Building.

By Motion and Order, approved and signed a GIS Data Sharing Memorandum of Understanding between Clearwater, Nez Perce, Lewis, Idaho and Latah Counties for the purpose of exchanging Geographic Information System (GIS) data with one another to promote efficiency in cross jurisdictional dispatching of law enforcement, fire, and emergency response for a period of five years.

By Motion and Order, approved the following changes to the Latah County Personnel Policy Handbook: 1. To add Subsection 7.4.2.2.1 (Eligible employees who separate from employment due to ‘retirement’, will be compensated by their accumulated vacation time being paid 50% directly to employee and 50% into employee’s HRA/VEBA account.); 2. To add Subsection 7.4.3.2.1 (Eligible employees who separate from employment due to ‘retirement’ will be compensated by 10% of sick leave hours accrued into the employee’s HRA/VEBA account.); and 3. Vacate *Appendix J Courthouse Security and Alarm Protocol* and mark said appendix to read “Reserved for Future Use”. Direct the County Auditor, Susan R. Petersen, to make these changes in the Handbook and electronically notify employees of the Handbook change. Effective January 1, 2014.

By Motion and Order, approved the amendment to the contract between Latah County and the HRA VEBA to include the benefit contributions on behalf of each eligible employee based on a percentage of accumulated sick leave/vacation leave upon separation from service or retirement; effective January 1, 2014.

Signed and filed November 5, 2013 Election Costs.

Approved, signed and filed a Taxpayer’s Adjustment on behalf of Randal Cummings, Parcel Number RPM0010001001BA; cancellation in the amount of \$201.97 due to casualty loss.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:27 a.m. on December 18, 2013, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 11:10 a.m.; five cases were approved and three cases were denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 11:34 a.m. on December 18, 2013, to discuss records that are exempt from public disclosure. Adjourned at 11:40 a.m.

Approved, signed and filed an Application for Hardship, Parcel Number RP42N03W344204A for tax year 2011. Further direct that a payment plan be arranged with the Latah County Treasurer’s Office for tax years 2012 and 2013.

By Motion and Order, pursuant to Idaho Code 67-2343, Amended the agenda to move the 3:00 p.m. Approve/Deny, Sign and File items to 2:30 p.m. due to the rescheduling of the Request for Hardship previously scheduled at that time.

Reviewed and Approved Claims Report.

Signed and filed fully executed County Extension Budget and Agreement between the University of Idaho College of Agricultural & Life Sciences and Latah County for 2013-2014.

Approved, signed and filed a request to hire Helen Randall, Legal Extern, Prosecuting Attorney, Department 07, Line 15, effective January 13, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Christine Lewis, Parcel Number MH24CT00215A; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Lacey Sparks, Parcel Number MH07CT00026A; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Shydon Arnett, Parcel Number MH32CT01072A; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Linda Baunach, Parcel Number MH24CT00105AA; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Kelly Cooley Sr., Parcel Number MH20CT04003A; will pay by April 15, 2014.

Approved, signed and filed an Extension of Personal Property Taxes by Debra Ann Darvell, Parcel Number MH20CT03032A; will pay by April 15, 2014.

By Motion and Order, approved and signed a Plan Design Change Form for HRA VEBA to amend the existing contract to add payment of sick and vacation for eligible employees in the amounts specified in the Latah County Personnel Policy Handbook changes approved on December 16, 2013.

Signed and filed amended Public Defender Hours for November, 2013 by D. Ray Barker (Conflict).

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