

**BOARD OF LATAH COUNTY COMMISSIONERS’  
SITTING AS A BOARD OF EQUALIZATION  
FORMAL AGENDA AND SCHEDULE OF MEETINGS  
MEETING IN ROOM 2B**

**(Roll call for Executive Session pursuant to Idaho Code Section 67-2345)**

**MONDAY, FEBRUARY 10, 2014**

9:00 AM      Open as a Board of Equalization  
                 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 January 27, 2014
- File Public Defender hours for January 2014 for: Ashley Rokyta, Deborah McCormick, Brandie Rouse, D. Ray Barker (Conflict)
- Approval of incremental increase for Shane Anderson, Sheriff Patrol Deputy (3 year)
- File Separation From Employment for Dan Johnson, Part-time Irregular Fairgrounds Housekeeper (January 24, 2014)
- Approval to hire Jana Gomez, Deputy Prosecutor B (February 12, 2014)
- Approval to add to the Table of Organization: Kimberly Castelin and Travis Babb, Extension 4-H Afterschool Program Assistants (UI Employees – February 3, 2014)
- Approval to surplus equipment – Extension
- File fully executed Contract Summary with Inland Northwest Broadcasting for advertising of the Latah County Health Fair 2014
- Approval of tuition aid for Johnny Calcagno-Williams (North Idaho College)
- File Court Assistance Office Monthly Tall for January 2014
- File the renewals of Retail Alcohol Beverage Licenses for:
  - CHS Inc. DBA Cenex Zip Trip #16, 340 N Main St., Moscow;
  - CHS Inc. DBA Cenex Zip Trip #09, 1436 Pullman Rd., Moscow;
  - Moscow Lodge BPOE #249 DBA Moscow Elks Golf Club, 3080 Highway 8 East, Moscow;
  - Safeway Inc. DBA Safeway Store #383, 1320 S Blaine Street, Moscow;
  - PHP-1 LLC DBA Pie Hole, 125 E 2<sup>nd</sup> Street Suite B, Moscow;
  - Lori M Lucas and Michael J Lucas DBA The Hoo Doo, 2009 Deary St., Harvard;
  - H&S Associates Inc. DBA Moscow Idaho Firehouse Grill & Pub, 1710 W Pullman Rd., Moscow;
  - Spokane Valley Pizza LLC DBA Pizza Hut, 1429 S Blaine, Moscow;
  - H&S Associates Inc. DBA Winger’s Roadhouse Grill, 1484 S. Blaine St., Moscow;
  - Tesoro Refining & Marketing Co. DBA 2 Go Tesoro, 802 Hwy 8 East, Moscow;

**LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF FEBRUARY 10, 2014**

- The Moscow Brewing Company LLC DBA The Moscow Brewing Company LLC, 630 N Almon St. Ste. 130, Moscow
- *Niche LLC DBA Gnosh at the Red Door, 215 S Main St., Moscow*

Approve/Deny, Sign, and File

1. Consent Calendar Items Continued for Discussion and Decision
2. Request to approve a Retail Alcohol Beverage License for WJK Co DBA Tokyo Seoul II Restaurant, 100 W Fourth Street, Moscow
3. Request to surplus equipment - ITS
4. File resignation of Bob Jahns as the Latah County representative on the Pullman-Moscow Airport Board
5. Request for Taxpayer's Adjustment on behalf of State of Idaho/Jim Porter, Parcel Number RPK1450029001CA
6. Request to approve an amended Retail Alcohol Beverage License for PHP-1 LLC DBA Pie Hole, 125 E 2<sup>nd</sup> Street Suite B, Moscow
7. Request to appoint Election Personnel for the March 11 Consolidated Supplemental Levy Elections
8. File Latah County Clerk Early Voting Ballot Security Plan as approved by the Idaho Secretary of State
9. File Compensation Committee Minutes dated January 31, 2014
10. Request to approve the Compensation Committee Review and Recommendations dated January 31, 2014
11. Request to approve a GIS Fee Waiver Request by Latah Soil & Water Conservation District
12. Request to approve the renewal of the following Renewal of Property Tax Exemptions:

(63-602B – Religious)

- Westdale Swedish Lutheran Church, Parcel Numbers RPT1540008020AA & RPT1570008001AA
- Upper Columbia Mission Society of Seventh Day Adventists, Parcel Numbers RPD1280006009AA, RPD1280017007AA, RPD1280017020AA (also 63-602C), RPT1540002013AA, RPM00000074820A, RP39N05W167500A, & RP40N04W361656A
- Faith Full Gospel Church, Parcel Number RPO1490003005AA
- Zion Lutheran Church, Parcel Number RPD1280006011AA
- Christian Science Society, Parcel Numbers RPM02400040100A & RPM0240004015AA
- Grace Lutheran Church, Parcel Numbers RPP15200320030A & RPP15200320040A
- North American Islamic Trust, Parcel Number RPM0550005021AA
- Presbytery of the Inland Northwest, Parcel Number RPP1520038004AA
- Trinity Reformed Church, Parcel Number RPM0990001002CA

(63-602C – Fraternal, Benevolent, Charitable)

- Nu House Corporation of Delta Gamma, Parcel Number RPM1050002006AA
- Idaho Alumni Association of Alpha Gamma Rho, Inc., Parcel Number LRM0220002001AA
- Idaho Institute of Christian Education, Parcel Numbers RPM0130003007AA & RPM01300030060A

**LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF FEBRUARY 10, 2014**

- Theta Chi, Parcel Number LRM1050001009AA
  - Princeton Grange #426, Parcel Number RP01810007002AA
  - Kappa Delta Sorority (Zeta Chi House Corp.), Parcel Number RPM0190001008AA
  - Latah Alliance for the Mentally Ill, Parcel Number RPM0560004001AA
  - Phi Kappa Tau Corporation, Parcel Number RPM1050003006AA
  - *Epsilon Gamma Zeta of Lambda Chi Alpha, Parcel Number RPM1150001003AA & RPM1150001005BA*
  - *Delta Theta House Corp., Parcel Number LRM0220001001CA*  
(63-602E – Educational)
    - Timothy Brown, Parcel Numbers RPM05150040010A & RPM05150040020A
13. *Request for Indemnity Bond for Sandra Johnson-Rollins (\$116.52)*  
14. Review and Approve Claims Report
- 10:00 AM Civil Counsel
1. Executive Session – Records Exempt from Public Disclosure
  2. Abandoned Trailer Update
  3. Grange Building Discussion
  4. ITS Network Support Discussion
  5. Department Update
  6. Items for Future Agenda
- 11:00 AM Request for Property Tax Exemption by Ursuline Convent of Our Lady, Parcel Number RPM0290001009CA
- 11:30 AM Planning and Building Regular Meeting
1. Planning and Zoning Commissioners Discussion
  2. Zoning Commission Presentation Discussion
  3. *Planning Discussion*
  4. Items for Future Agenda
- 1:15 PM Pay Monthly Bills
- 1:30 PM Request to approve the Treasurer/Auditor Joint Quarterly Reports for September – December, 2013
- 2:00 PM ITS Regular Meeting
1. Network Support Request by Latah Soil and Water Conservation District Discussion and Decision
  2. Department Update
  3. Items for Future Agenda
- 2:30 PM Meeting with Bob Jahns regarding Latah County representation to the Pullman-Moscow Airport Board
- 3:00 PM Executive Session – Personnel  
Close as a Board of Equalization

**WEDNESDAY, FEBRUARY 12, 2014**

- 9:00 AM Idaho Association of Counties Webinar – Board of Equalization & Property Tax Exemptions
- 10:30 AM Request for Indigent Funds  
*Meeting Place: Gritman Federal Building, 220 East 5<sup>th</sup> Street, Moscow, 2<sup>nd</sup> Floor Conference Room (#204)*

**LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF FEBRUARY 10, 2014**

- 11:30 AM Public Hearing to Adjust the Budget  
*Motion to Amend the agenda to hold an executive session at 2:30 p.m.*
- 1:30 PM Request for Hardship, Parcel Number MH20CT00036A  
Executive Session – Records Exempt from Public Disclosure
- 2:00 PM Tax Deed Hearing Continuation – Goodman Oil, Parcel Number RP39N05W197350A
- 2:30 PM Meeting with Joley Russell, Personal Banker with Wells Fargo regarding employee discounts and programs – *rescheduled*
- 2:30 PM** *Executive Session – Personnel*
- 3:00 PM *Executive Session – Personnel*  
BOCC Weekly Review
1. *Request for comment from Bureau of Land Management Cottonwood Field Office on Travel Management Zone review*
  2. Committee and Meeting Reports
  3. Schedule/Calendar Review
  4. Review and Approve Claims
  5. Items for Future Agenda
- Approve/Deny, Sign, and File*
1. *Request to approve the Renewal of Property Tax Exemption for Moscow Chamber Foundation, Parcel Number RPM0680004006AA (80% exempt)*
  2. *File the renewals of Retail Alcohol Beverage License for:*
    - *Colter's Creek Winder Inc DBA Colter's Creek, 308 Main St., Juliaetta*
    - *The Q Sidebar LLC DBA The Sidebar, 1902 W Pullman Rd., Moscow*
  3. *File Sample Ballot for the March 11, 2014 Consolidated Elections*

**OTHER MEETINGS**

**TUESDAY, FEBRUARY 11, 2014**

- 8:00 AM State Tax Commission Meeting on Personal Property, Room 2B, Courthouse

**WEDNESDAY, FEBRUARY 12, 2014**

- 7:00 AM Urban Renewal Agency (URA) Board, Moscow City Council Chambers – Commissioner McGraw
- 4:30 PM *Latah Economic Development Council Board, Federal Building Conference Room – Commissioner McGraw*

**THURSDAY, FEBRUARY 13, 2014**

- 9:00 AM Local Emergency Planning Committee (LEPC), Room 2B, Courthouse
- 9:00 AM Palouse Knowledge Corridor, Moscow-Pullman Airport Conference Room – Commissioner Stroschein
- 12 NOON Latah County Health and Wellness Fair, Latah County Fairgrounds  
– 4:00 PM

**2/12/2014 10:34 AM** ***PROPOSED Amended Agenda***