

COMMISSIONERS' PROCEEDINGS
Week of February 10, 2014

Commissioners David McGraw, Tom S. Stroschein and Richard Walser met in regular session on Monday, February 10, 2014 and again on Wednesday, February 12, 2014 the following actions were taken:

By Motion and Order, opened as a Board of Equalization at 9:04 a.m. on Monday, February 10, 2014.

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

- Approval of the Commissioners' Proceedings for the week of January 27, 2014;
- Filed Public Defender hours for January 2014 for Ashley Rokyta;
- Filed Public Defender hours for January 2014 for Deborah McCormick;
- Filed Public Defender hours for January 2014 for Brandie Rouse;
- Filed Public Defender hours for January 2014 for D. Ray Barker (Conflict);
- Approval of a 3 year incremental increase for Shane Anderson, Patrol Deputy; Sheriff, Operations; Department 04B, Line 12, effective January 1, 2014;
- Filed Separation From Employment for Dan Johnson, Part-time Irregular, Housekeeper; BOCC, Fairgrounds; Department 05D, Line 05, effective January 24, 2014;
- Approval to hire Jana Gomez, Deputy Prosecutor B, Prosecuting Attorney, Department 07, Line 04, effective February 12, 2014;
- Approval to add to the Table of Organization Kimberly Castelin, UI employee, 4-H Afterschool Program Assistant (change in position title from 'Clerical Assistant (4-H)'), Extension, Department 09, Line 08, effective February 3, 2014;
- Approval to add to the Table of Organization Travis Babb, UI employee, 4-H Afterschool Program Assistant (change in position title from 'Clerical Assistant'), Extension, Department 09, Line 09, effective February 3, 2014;
- Approval to surplus equipment – Extension;
- Filed fully executed Contract Summary and documents with Inland Northwest Broadcasting for advertising of the Latah County Health Fair 2014;
- Approval of tuition aid for Johnny Calcagno-Williams (North Idaho College);
- Filed Court Assistance Office Monthly Tally for January 2014;

- Filed 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 2nd 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; 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

Approved, signed and filed a Retail Alcohol Beverage License for WJK Co DBA Tokyo Seoul II Restaurant, 100 W Fourth Street, Moscow.

Approved, signed and filed a request to surplus equipment – ITS.

Signed and filed the resignation of Bob Jahns as the Latah County representative on the Pullman-Moscow Airport Board.

Approved, signed and filed a corrected (due to clerical error) Retail Alcohol Beverage License for PHP-1 LLC DBA Pie Hole, 125 E 2nd Street Suite B, Moscow.

Approved, signed and filed a Taxpayer's Adjustment on behalf of State of Idaho/Jim Porter, Parcel Number RPK1450029001CA; cancellation in the amount of \$444 for tax years 2011, 2012 and 2013 as property belongs to the State of Idaho.

By Motion and Order, pursuant to Idaho Code 34-303, approved the appointment of the Election Personnel for the upcoming Consolidated Supplemental Levy Elections to be held on March 11, 2014.

Signed and filed Latah County Clerk Early Voting Ballot Security Plan as approved by the Idaho Secretary of State.

Signed and filed Compensation Committee Minutes dated January 31, 2014.

Approved, signed and filed the Compensation Committee Review and Recommendations dated January 31, 2014; Fairgrounds Project Specialist job description.

Approved, signed and filed a GIS Fee Waiver Request by Latah Soil & Water Conservation District.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Westdale Swedish Lutheran Church, Parcel Numbers RPT1540008020AA & RPT1570008001AA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Upper Columbia Mission Society of Seventh Day Adventists, Parcel Numbers RPD1280006009AA, RPD1280017007AA, RPD1280017020AA (also 63-602C), RPT1540002013AA, RPM00000074820A, RP39N05W167500A, & RP40N04W361666A pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Faith Full Gospel Church, Parcel Number RPO1490003005AA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Zion Lutheran Church, Parcel Number RPD1280006011AA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Christian Science Society, Parcel Numbers RPM02400040100A & RPM0240004015AA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Grace Lutheran Church, Parcel Numbers RPP15200320030A & RPP15200320040A pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Presbytery of the Inland Northwest, Parcel Number RPP1520038004AA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Trinity Reformed Church, Parcel Number RPM0990001002CA pursuant to Idaho Code 63-602B for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Nu House Corporation of Delta Gamma, Parcel Number RPM1050002006AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Idaho Alumni Association of Alpha Gamma Rho, Inc., Parcel Number LRM0220002001AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Idaho Institute of Christian Education, Inc., Parcel Numbers RPM0130003007AA & RPM01300030060A (88%) pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Theta Chi, Parcel Number LRM1050001009AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Princeton Grange #426, Parcel Number RP01810007002AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Kappa Delta Sorority (Zeta Chi House Corp.), Parcel Number RPM0190001008AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Latah Alliance for the Mentally Ill, Parcel Number RPM0560004001AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Phi Kappa Tau Corporation, Parcel Number RPM1050003006AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Epsilon Gamma Zeta of Lambda Chi Alpha, Inc., Parcel Number RPM1150001003AA & RPM1150001005BA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Delta Theta House Corp., Parcel Number LRM0220001001CA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Timothy Brown, Parcel Numbers RPM05150040010A & RPM05150040020A pursuant to Idaho Code 63-602E for 2014.

Approved, signed and filed an Indemnity Bond for Sandra Johnson-Rollins (\$116.52).

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:20 a.m. on February 10, 2014, to discuss records that are exempt from public disclosure; attorney-client communication. Adjourned at 10:52 a.m.

By Motion and Order, take the following action in the matter of an Application for Property Tax Exemption by Ursuline Convent of Our Lady, Parcel Number RPM0290001009CA; approved the exemption pursuant to Idaho Code 63-602B for tax year 2014.

Reviewed and Approved Monthly Claims Report.

Approved, signed and filed the Treasurer/Auditor Joint Quarterly Reports for September (after year-end) – December, 2013.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 3:05 p.m. on February 10, 2014, to consider personnel matters; employee evaluation & personnel issue. Adjourned at 3:45 p.m.

By Motion and Order, sitting as a Board of Equalization, closed as a Board of Equalization at 3:50 p.m. on Monday, February 10, 2014.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:30 a.m. on February 12, 2014, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 11:15 a.m.; one case was approved and one case was denied.

By Motion and Order, having held a public hearing as provided by law, shall adjust the **2013-2014** Budget as follows:

1. **increase Clerk Auditor Recorder 01-01 Budget** **\$ 307**
increase Clerk Auditor Recorder 01-01 Budget line 01-01-0439-0000, Travel in the amount of \$307 from \$3,200 to \$3,507 – revenue Returned: Clerk could not attend meetings; and
2. **increase Treasurer Tax Collector 01-03 Budget** **\$7,060**
 - a. increase Treasurer Tax Collector 01-03 Budget line 01-03-0547-0000, Tax Deed Expenses in the amount of \$6,400 from \$6,400 to \$12,800 – revenue General Fund; and
 - b. increase Treasurer Tax Collector 01-03 Budget line 01-03-549-0000, Newspaper Publication in the amount of \$660 from \$2,500 to \$3,160 – revenue General Fundfor a total of \$7,060; and

3. **increase Waterways 38-00 Budget** **\$10,734**
 increase Waterways 38-00 Budget line 38-00-0521-0000, Operating Expense in the amount of \$10,734 from \$40,000 to \$50,734 – Fees; and
4. **establish IECC Grant Program Fund 281-00** **\$2,000**
 - a. establish IECC Grant Program 281-00 Budget in the amount of \$2,000 – revenue Idaho Emergency Communications Commission Bureau of Homeland Security; and
 - b. establish IECC Grant Program 281-00 Cash Fund in the amount of \$2,000 – revenue Idaho Emergency Communications Commission Bureau of Homeland Security; and
5. **establish 2013 Homeland Security Grant Fund 282-00** **\$20,400**
 - a. establish 2013 Homeland Security Grant Fund 282-00 Budget lines in the following amounts:

282-00-0404-0015	Salary – M & A SHSP	\$ 1,000
282-00-0411-0000	Social Security	\$ 200
282-00-0520-0000	Project Expense	\$19,200

 for a total of \$20,400 – revenue Idaho Bureau of Homeland Security; and
 - b. establish 2013 Homeland Security Grant 282 -00 Cash Fund in the amount of \$20,400 – revenue Idaho Bureau of Homeland Security.

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.

By Motion and Order, pursuant to Idaho Code 67-2343, amended the agenda to hold an executive session at 2:30 p.m. regarding a personnel issue as the matter is time sensitive and cannot wait until the next meeting of the Board.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 1:35 p.m. on February 12, 2014, to discuss records that are exempt from public disclosure; hardship. Adjourned at 1:40 p.m.

Approved, signed and filed an Application for Hardship, Parcel Number MH20CT00036A.

By Motion and Order, having held a tax deed hearing on January 15, 29, and February 12, 2014, regarding property owned by Goodman Oil Co., Parcel Number RP39N05W197350A shall continue the hearing to Wednesday, February 26, 2014 at 2:00 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 2:29 p.m. on February 12, 2014, to consider personnel matters; personnel issue. Adjourned at 3:23 p.m.

Reviewed and approved Claims Report.

Signed and filed 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.

Approved, signed and filed the Renewal of Property Tax Exemption for Moscow Chamber Foundation, Parcel Number RPM0680004006AA pursuant to Idaho Code 63-602C (80% exempt).

Signed and filed Sample Ballot for the March 11, 2014 Consolidated Elections.

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