

COMMISSIONERS' PROCEEDINGS
Week of April 21, 2014

Commissioners David McGraw and Richard Walser met in regular session on Monday, April 21, 2014 and again on Wednesday, April 22, 2014 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), (d), & (j) convened in executive session at 10:04 a.m. on April 21, 2014, to consider personnel, records exempt from public disclosure, and to communicate with risk manager/insurer regarding pending/imminently likely claims; attorney/client communication, personnel issue. Adjourned at 10:37 a.m.

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

- Approval of the Commissioners' Proceedings for the week of April 7, 2014.
- Approval of the Commissioners' Proceedings for the weeks of April 14, 2014.
- Filed fully executed Contract with Mr. Cabinet Mfg., Inc. for work in Courtroom 1.
- Filed Notice of Application and of Modified Procedure before the Idaho Public Utilities Commission in the matter of Avista Corporations' application to update electric line extension schedule 41 and allowances.
- Filed Certificate of Liability Insurance by Moreton & Company – Utah for AllianceOne Incorporated and all Subsidiaries more than 50% owned.
- Approval of a 2 year incremental increase for Taylor Minshall, Project Specialist, Planning & Building , Department 11, Line 11, effective May 1, 2014
- Approval of a six month incremental increase for D. Aaron Hooper, Deputy Prosecutor C, Prosecuting Attorney, Department 07, Line 06, effective April 1, 2014.
- Filed Separation From Employment for Brad Rudley, Legal Intern, Prosecuting Attorney, Department 07, Line 14, effective May 23, 2014.
- Approval to transfer Helen Alayne Randall from Legal Extern, Prosecuting Attorney, Department 07, Line 15 to Legal Intern, Prosecuting Attorney, Department 07, Line 14, effective May 27, 2014.
- Filed public defender hours for March, 2014 by D. Ray Barker (Conflict).
- Approval of tuition aid for Nalani Pimienta (North Idaho College).
- Approval of tuition aid for Anthony Quesnell (North Idaho College).
- Approval to surplus equipment – ITS.

- Approval to hire Jay Wilson, Deputy Clerk, Elections; Elections; Department 01C, Line 04, effective April 21, 2014.

Approved, signed, and filed the transfer of a Retail Alcohol Beverage License from Stan B Cornell to Donald & Jean McLeod LLC DBA Dog House Saloon, 511 S Main Street, Troy.

Approved, signed and filed a Retail Alcohol Beverage License for Donald & Jean McLeod LLC DBA Dog House Saloon, 511 S Main Street, Troy.

By Motion and Order, appointed Brant Seigers as an ex-officio member on the Latah County Snowmobile Advisory Committee to replace Wayne Lynn for a one-year term to expire December 31, 2014.

By Motion and Order, reappointed Cindy Agidius to Position F of the Latah County Planning Commission for a six-year term to expire on December 31, 2019.

Signed and filed letter dated April 9, 2014 from Hayden Ross, PLLC regarding the Latah County Outside Audit for year ended September 30, 2013.

By Motion and Order, approved the County Auditor to establish in the Financial Program of the County: Tax Deed Excess Funds in the Auditor's Trust Account; this account will be used by the County Auditor when the County Commissioners have conducted Tax Deed Sales and proceeds will need to be returned to the original owner of record of property as determined by the County Treasurer after all expenses have been paid to the County, pursuant to Idaho Code 31-808.

Signed and filed copy of notice to ICRMP regarding sale of properties taken by the County by Tax Deed (Parcel Numbers RPB12600020040A & RPB12600020050A) .

Approved, signed and filed a request by County Clerk for Extra Help with Elections Set Up for the May 20, 2014 Election.

By Motion and Order, approved and signed a Business Associate Agreement between Rehn & Associates and Latah County for the continuation of administrative services of a full flexible benefits plan for eligible Latah County employees effective March 1, 2014. Further, the Board approves continuation of the Employer Card Services and Adoption agreement to provide participating employees to use a Visa Debit Card, or "Benny Card" for payment of qualified expenses from the Flex Plan Trust Account. County has no administrative responsibilities for the use of the "Benny Card".

By Motion and Order, authorized the Board's signature on Troy Lions Club Community Center Policy and Use Agreement between Latah County and the Troy Lions Club; County will pay \$200.00 per use of the facility for a total of \$400.00 for the year 2014; facility will be used as the Troy Polling Place for the Primary Election and Troy School District #287 Election for May 20, 2014; and for the November 4, 2014 General Election and applicable Consolidated Elections.

By Motion and Order, authorized the Board's signature on the Kibbie Dome Facilities Use Agreement between Latah County and the Kibbie-ASUI Activity Center. County will pay approximately \$301.00 to use the facility for the Latah County Consolidated Elections on May 20, 2014 and approximately \$301.00 to use the facility for the Latah County Consolidated Elections on November 4, 2014 for a total of \$602.00; facility will be used as the Polling Place for Precincts: 1, 2, 8, 13, 16, and 18 for both the Primary

and General and any possible Consolidated Elections; each election will be under the direct supervision of County Clerk, Susan R. Petersen.

By Motion and Order, pursuant to Idaho Code 34-303 approved the appointment of the Election Personnel for Precincts 1-19, 21-24, 26-32 for the upcoming Latah County Primary and Supplemental Levy Elections to be held on May 20, 2014.

Signed and filed March 11, 2014 Election Costs by Clerk Susan R. Petersen.

By Motion and Order, approved the Notification of Budget Hearing as presented by Clerk Susan R. Petersen and hereby establish the date and time for consideration to adopt the 2014-2015 Latah County Budget to be set for Wednesday, August 27, 2014 at 4:00 p.m. in Room 2B of the Latah County Courthouse as is stated in said Notification. Clerk to proceed with publication of the Notification as required by Idaho Code.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Peggy Grabski, Parcel Number RP41N04W270937T; cancellation in the amount of \$284.36 due to office error.

By Motion and Order, approved and signed a Professional Services Agreement between Latah County and Design West Architects, P.A. for professional architectural services associated with the renovation and remodel of the commercial kitchen located at the Latah County Fairgrounds 'grange building' in an amount not to exceed \$5,000 based on the hourly rates in said Agreement; effective April 8, 2014 through the completion of Services, which shall be within sixty (60) days of the execution of this Agreement.

By Motion and Order, approved the Chair's signature on an Addendum D to Eastside Marketplace Lease between Latah County and Eastside Holdings, LLC to extend the lease (dated September 7, 1994 between Latah County and Bennett Holdings, L.C.) for five years with one five-year option. The lease period is effective November 1, 2014 through September 30, 2019 and rent shall be \$9.68 per square foot for the 1,940 square feet for a total not to exceed \$18,779.20 annually. The fixed base rent rate will increase by ten percent (10%) for said five-year option. Said leased space is located within the Eastside Marketplace and is used for county office space for Driver Licensing and Department of motor Vehicles.

By Motion and Order, approved the Chair's signature on the Development Agreement between Luke and Marilynne Krebs and Latah County for the request in File #RZ 909, to rezone a 29-acre parcel (Assessor's Parcel #RP40N02W222412A) from Agriculture/Forest to Rural Residential, subject to the conditions as stated in said Development Agreement.

Denied, signed and filed a Solid Waste Exemption by Robert Simmons, Account # 2115 for Parcel Number MH39N03W065245A.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Mercy Moscow Inc., Parcel Number RPM00000175510A pursuant to Idaho Code 63-602GG for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Independence Hill Inc., Parcel Number RPM00000075550A pursuant to Idaho Code 63-602GG for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Friendly Neighbor Club, Inc., Parcel Number RP38N01W085702A pursuant to Idaho

Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Moose Lodge #871, Parcel Number RPM0340002010AA pursuant to Idaho Code 63-602C for 2014.

Approved, signed and filed an Application for Renewal of Property Tax Exemption by Palouse River Community Center, Parcel Number RP01810007003BA pursuant to Idaho Code 63-602C for 2014.

Reviewed and approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 1:46 p.m. on April 21, 2014, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 2:03 p.m.; no cases were approved and one case was denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 2:34 p.m. on April 21, 2014, to consider personnel matters; personnel issue. Adjourned at 3:14 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:18 a.m. on April 23, 2014, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:47 a.m.; four cases were approved and two cases were denied.

Signed and filed Quarterly Jail Inspection

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 11:07 a.m. on April 23, 2014, to consider personnel matters; personnel. Adjourned at 11:35 a.m.

By Motion and Order, having held a tax deed hearing (January 15, 29, February 12, 26, March 26, & April 23, 2014) determined that the County will proceed to take ownership of the property owned by Goodman Oil Co., Parcel Number RP39N05W197350A with outstanding taxes owing in the amount of \$8,442.61.

Approved, signed and filed a request for funding assistance by the Viola Community Club Inc. for the Viola Community Center Project; contribute \$7,000 to the project to be paid out of 01-22 budget.

Signed and filed Water Right Applications information for Nez Perce Clearwater National Forest; no action taken.

Signed and filed a request by Clearwater Economic Development Association for input on projects for the five-year Comprehensive Economic Development Strategy; no action taken.

Signed and filed a request for candidates for Moscow Chamber of Commerce Board of Directors; no action taken.

Reviewed and approved Claims Report.

By Motion and Order, accepted and signed a letter of Award for the 2014 Federal and/or State General Fund Cost Share Funds from the Idaho Department of Agriculture for the Palouse Cooperative Weed Management Area (CWMA) for the 2014 Cost Share year in

the amount of \$51,450.00.

By Motion and Order, approved and signed an Idaho Department of Agriculture Cooperative Weed Management Area (CWMA) Disbursement Agreement Federal Cost Share Funds for the Palouse CWMA through Clearwater Resource Conservation and Development Council for the 2014 cost share year in the amount of \$51,450.00 effective through December 15, 2014.

Approved, signed and filed a request by Claudia Krone regarding a refund of property taxes related to removal of the Homeowner's Exemption. Assessor to prepare necessary Taxpayer's Adjustment form.

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