

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

**(Roll call for Executive Session pursuant to Idaho Code Section 74-206)**

**MONDAY, SEPTEMBER 21, 2015**

- 9:00 AM Elected Officials and Department Heads Monthly Meeting
1. Upcoming PRIMA Training – Bill Thompson
  2. Outside Training Proposal – Lois Reed
  3. Department Updates
  4. Items for Future Agenda
- 10:00 AM Civil Counsel
1. Executive Session – Records Exempt from Public Disclosure, Acquisition of an Interest in Real Property
  2. Department Update
  3. Items for Future Agenda
- 11:00 AM 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 September 14, 2015
  - Approval of incremental increases for: Steve Hansen, Sheriff Patrol Deputy (3 year); Gregory Pannell, Sheriff Patrol Sergeant (10 year); Travis Taylor, ITS Systems Administrator (10 year); Sheila Krehbiel, Assessor Vehicle Registration Specialist (7 year)
  - Approval of tuition aid for: Rylee Chambers, Zachary Dockins, Cole Wallen, Emily Groseclose, Layne Harris (College of Southern Idaho); Carson Sass, Darren Kellogg (North Idaho College); Holli Heinen (College of Western Idaho)
  - Approval to surplus equipment – Assessor’s Office
  - File the removal of Margaret Littlejohn from the Parks and Recreation Board
- Approve/Deny, Sign, and File
1. Consent Calendar Items Continued for Discussion and Decision
  2. Request to approve a Retail Alcohol Beverage License for Moscow Beer Distributions LLC DBA Tapped, 210 S Main St., Moscow
  3. Request to approve and sign Exhibit A Schedule of Reimbursement with City of Moscow for Solid Waste Disposal and Program Services for FY 2015-2016
  4. Request to approve and sign County Extension Budget and Agreement with University of Idaho College of Agricultural & Life Sciences Cooperative Extension System for FY2015-2016
  5. Request to adopt amended 2015-2016 Salary Scales
  6. Request to approve and sign the Idaho HAVA (Help America Vote Act) Voting Systems Grant Program County Application and Agreement for Latah County

## LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF SEPTEMBER 21, 2015

7. Request to approve the Chair's signature on the Goetz-Rothwell Short Plat (#952) for Rezone #944
  8. Review and Approve Claims Report
- 1:15 PM ITS Regular Meeting
1. Surplus Equipment Discussion
  2. Department Update
  3. Items for Future Agenda
- 1:45 PM Youth Services Regular Meeting
1. Department Update
  2. Items for Future Agenda
- 2:15 PM Meeting with David Lewis regarding temporary second dwelling
- 2:45 PM Request to approve an Application for Hardship by Joseph Groseclose, Parcel Number RP38N02W174250A
- Executive Session – Records Exempt from Public Disclosure
- 3:00 PM Request to approve the L-1 Certificate of County Levies for the Taxing Districts for submission to the State Tax Commission for FY2015-2016
- 3:30 PM Indigent Appeal #3942

### WEDNESDAY, SEPTEMBER 23, 2015

- 9:00 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)*
- 10:00 AM Planning and Building Regular Meeting
1. Department Update
  2. Items for Future Agenda
- 10:30 AM Weed Control Regular Meeting
1. Department Update
  2. Items for Future Agenda
- 11:00 AM Request to approve an Application for Hardship by Bruce Anderson, Parcel Number RPM02500010040A
- Executive Session – Records Exempt from Public Disclosure
- 2:30 PM BOCC Weekly Review
1. Committee and Meeting Reports
  2. Schedule/Calendar Review
  3. Items for Future Agenda
- Approve/Deny, Sign, and File
1. Request to approve and sign a Fixed Price Construction Contract with Southern Folger Detention Equipment Company for the Jail Door Update Project
  2. Request to approve and sign Annual County Software License and Maintenance Fees with Computers Arts, Inc. - Contract Addendums A, B, C, and D for fiscal year 2015-2016
  3. Request to approve and sign an Advertising Services Agreement with Inland Northwest Broadcasting, LLC for the Latah County Youth Advocacy Council
  4. Request to approve and sign a Idaho State Historic Preservation Office Certified Local Government Subgrant Application for FY2016

**LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF SEPTEMBER 21, 2015**

5. *Request for financial contribution for the 2015 Palouse Basin Water Summit*
  6. *Approval of an incremental increase for Jennifer Bryant, Sheriff Administrative Assistant (7 year)*
  7. *Approval of an amended Personnel Change Request Form for Jennifer Treib to correct the date of hire to be September 21, 2015*
  8. *Request to approve and sign an Agreement between Idaho Supreme Court and Latah County for funding a Problem-Solving Court Coordinator for the Second Judicial District*
  9. *Review and Approve Claims*
- 3:00 PM *Request to authorize the Chair's signature on a Commercial & Investment Real Estate Purchase & Sale Agreement as an offer to purchase 112/114/200 S. Almon Street*
- 3:15 PM *Executive Session – Records Exempt from Public Disclosure*

**THURSDAY, SEPTEMBER 25, 2015**

- 3:30 PM Meeting with University of Idaho class on Local Government Politics and Administration

**FRIDAY, SEPTEMBER 25, 2015**

- Motion to amend the agenda*
- 2:00 PM *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 tuition aid for: Samantha Schroeder (College of Southern Idaho and College of Western Idaho); Callee Beebe, Trina Peck, **Haley Bowles, Nataleah Akin, Rebecca Cochran, Jamie Shattuck** (College of Southern Idaho)*
- Approve/Deny, Sign, and File*
1. *Review and Approve Claims Report (as needed)*
  2. *Request to approve the Joint Treasurer/Auditor Report for August 2015*
  3. *Request to approve and sign a Canon Solutions America, Inc. Unified Lease Agreement and associated documents for leasing a Canon copier for Copy Central*
  4. *Request to approve and sign a Web Application Services and Hosting Agreement with RagnaSoft Incorporated for PlanItPolice online, web-based automated scheduling and human resource management services for the Sheriff's Office*
  5. ***Request to approve the addition of the Specialty Court Coordinator to the Table of Organization***
  6. ***Request to approve the hire of Shawna Hopple, Specialty Court Coordinator (October 1, 2015)***
- Executive Session – Records Exempt from Public Disclosure (as needed)*

**OTHER MEETINGS**

**TUESDAY, SEPTEMBER 22, 2015**

- 10:00 AM Wellness Planning Group, Room 2B, Courthouse

**LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF SEPTEMBER 21, 2015**

**WEDNESDAY, SEPTEMBER 23, 2015**

- 7:00 AM Urban Renewal Agency (URA) Board, Moscow City Council Chambers –  
Commissioner McGraw
- 12 NOON Pullman Rotary Lunch, Pullman – Commissioner Lamar
- 1:30 PM *Aircraft Dedication, Pullman/Moscow Airport – Full Board*

**THURSDAY, SEPTEMBER 24, 2015**

- 8:30 AM Clearwater Management Council, Orofino – Commissioner McGraw
- 12:00 PM Board of Public Health, Kamiah – Commissioner McGraw
- 6:00 PM Clearwater Economic Development Association (CEDA) Board, Lewiston –  
Commissioner McGraw

**9/25/2015 9:46 AM**                      ***PROPOSED Amended Agenda***