

COMMISSIONERS' PROCEEDINGS
Week of September 21, 2015

Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met on Monday, September 21, 2015, Wednesday, September 23, 2015, Thursday, September 24, 2015 and again on Friday, September 25, 2015 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 74-206 (1) (c) & (d), convened in executive session at 10:05 a.m. on September 21, 2015, to deliberate regarding an acquisition of an interest in real property and consider records that are exempt from public disclosure; attorney-client communication. Adjourned at 11:02 a.m.

Approved, signed and filed a Retail Alcohol Beverage License for Moscow Beer Distributions LLC DBA Tapped, 210 S Main St., Moscow.

By Motion and Order, approved the Chair's signature on the Goetz-Rothwell Short Plat (#952) for Rezone #944 on Parcel Number RP41N05W324822A.

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

- Approval of the Commissioners' Proceedings for the week of September 14, 2015.
- Approval of a 3 year incremental increase for Steve Hansen, Patrol Deputy; Sheriff, Operations; Department 04B, Line 10, effective September 1, 2015.
- Approval of a 10 year incremental increase for Gregory Pannell, Patrol Sergeant; Sheriff, Operations; Department 04B, Line 03, effective September 1, 2015.
- Approval of a 10 year incremental increase for Travis Taylor, Systems Administrator; BOCC, Information Technology Services; Department 05E, Line 02, effective September 1, 2015.
- Approval of a 7 year incremental increase for Sheila Krehbiel, Vehicle Registration Specialist; Assessor, Motor Vehicles; Department 02B, Line 05, effective September 1, 2015.
- Approval of tuition aid for Rylee Chambers (College of Southern Idaho).
- Approval of tuition aid for Zachary Dockins (College of Southern Idaho).
- Approval of tuition aid for Cole Wallen (College of Southern Idaho).
- Approval of tuition aid for Emily Groseclose (College of Southern Idaho).
- Approval of tuition aid for Layne Harris (College of Southern Idaho).
- Approval of tuition aid for Carson Sass (North Idaho College).
- Approval of tuition aid for Darren Kellogg (North Idaho College).

- Approval of tuition aid for Holli Heinen (College of Western Idaho).
- Approval to surplus equipment – Assessor’s Office.
- Filed the removal of Margaret Littlejohn from the Parks and Recreation Board as the individual is deceased.

By Motion and Order, approved the Chair’s signature on the County Extension Agreement and Budget between Latah County and the University of Idaho College of Agriculture and Life Sciences for fiscal year 2015-2016.

By Motion and Order, adopted the Amended Latah County 2015-2016 Salary Scales to reflect the following corrections and changes: Administrative Office (AO), move Courthouse Clerical Assistant from AO2 to AO3, move Deputy Treasurer II Tax Collector from AO6 to AO8/9; Public Safety (PS), correct amounts for 15 year increment for PS4 positions; Department Head (DH) & Prosecuting Attorney (PA), no changes.

By Motion and Order, approved and signed the Idaho HAVA Voting Systems Grant Program County Application and Agreement for Latah County who has purchased two (2) DS200 Digital Image Scanners which will be used to improve the administration of Latah County Elections, both Federal and Consolidated Elections, now and in the future; County has paid twenty percent (20%) and the Secretary of State has authorized the reimbursement of eighty percent (80%) from the Help America Vote Act (HAVA) funds; this step in the purchase protocol was not completed at the time of purchase.

By Motion and Order, approved and signed Exhibit A, Schedule of Reimbursement for Solid Waste Disposal and Program Services between Latah County and City of Moscow to be effective October 1, 2015 through September 30, 2016.

Reviewed and approved Claims Report.

Signed and filed letter dated September 10, 2015 from David Lewis regarding the temporary second dwelling located at 2280 Big Bear Ridge Road in Deary.

By Motion and Order, approved the L-1 Certificate of County Levies for the Taxing Districts, as submitted, for Latah County; said certificate to be submitted to the State Tax Commission for certification pursuant to Idaho Code 63-803(3).

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 3:30 p.m. on September 21, 2015, to discuss records that are exempt from public disclosure; indigent appeal. Adjourned at 4:04 p.m.

By Motion and Order, regarding Appeal of Indigent Request #2015-29 for case #3942, take the matter under advisement for up to 30 days, by October 21, for final decision, which can be made sooner.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 9:03 a.m. on September 23, 2015, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:14 a.m.; two cases were approved and one case was denied.

Approved, signed and filed an Application for Hardship by Bruce Anderson, Parcel Number RPM02500010040A for tax year 2012.

By Motion and Order, authorized the Chair's signature on a Commercial & Investment Real Estate Purchase & Sale Agreement Idaho as an offer to purchase the property commonly known as 112/114/200 S. Almon Street, Moscow (Lieuallen's 2nd Addition Block 1 Lots, Lots 26-34) from Patrick J. Nunan, Bielenberg Trust & Reece 1993 Revocable Living Trust in the amount of \$500,000. Said offer is contingent upon the approval of the Board of Commissioners after the completion of a public comment period.

By Motion and Order, approved and signed the Fixed Price Construction Contract between Latah County and Southern Folger Detention Equipment Company, LLC for the Latah County Jail Door Update Project in an amount not to exceed \$49,755 effective October 1, 2015. Said Contract to also serve as Notice to Proceed for the project.

By Motion and Order, approved and signed Contract between Latah County and Computers Arts, Inc. (CAI) information services, software and licensing fees for fiscal year 2015-2016 as follows to be effective October 1, 2015 through September 30, 2016: Addendum A - Annual License fees for all CAI county software applications [\$47,827.47]; Addendum B - Annual CAI county support full support fees [\$9,975.00 plus travel expense of \$80.00 per day, per person]; Addendum C - Annual Networking, Hardware and IT services fees [PC hourly rate and travel expenses as listed]; Addendum D - Annual Public Safety Software maintenance and support fees [\$20,065.00 plus support fees and travel expenses as listed].

By Motion and Order, approved and signed an Advertising Services Agreement between Latah County and Inland Northwest Broadcasting, LLC for a series of radio advertisements for the Latah County Youth Advocacy Council in an amount not to exceed \$11,730.00 effective October 1, 2015 through September 30, 2016.

By Motion and Order, approved and signed the Idaho State Historic Preservation Office Certified Local Government (CLG) Subgrant Application FY2016 for the purpose of nominating properties to the National Register of Historic Places; total amount applied for is \$8,000 with a match of \$8,000 for a total of \$16,000. Grant to be administered by the Historic Preservation Commission should the grant be awarded.

Approved, signed and filed a request for financial contribution for the 2015 Palouse Basin Water Summit; will contribute \$1,000.

Approved, signed and filed a 7 year incremental increase for Jennifer Bryant, Administrative Assistant; Sheriff, Administration; Department 04A, Line 02, effective September 1, 2015.

Approved, signed and filed an amended Personnel Change Request Form for Jennifer Treib, Deputy Auditor/Elections/Commissioners Minutes, Auditor/Recorder, Department 01B, Line 07 to correct the date of hire from August 21, 2015 to September 21, 2015.

By Motion and Order, approved and signed an Agreement between Idaho Supreme Court (Court) and Latah County for funding a Problem-solving Court Coordinator for the Second Judicial District to be effective October 1, 2015 through September 30, 2016 with automatic renewal contingent upon the annual appropriation of funds for said position. The Court to pay Latah County the amount of \$65,469.96 per fiscal year toward the total compensation package for the position payable in quarterly payments.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 4:24 p.m. on September 23, 2015, to discuss records that are exempt from public disclosure; contract discussion. Adjourned at 4:27 p.m.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda to include tuition aid approval (Haley Bowles, Nataleah Akin, Rebecca Cochran, Jamie Shattuck) on the consent calendar and addition of items #5 & 6 (addition of Specialty Court Coordinator position to the Table of Organization, and approval of the hire of Shawn Hopple to said position) to the Approve/Deny, Sign, & File agenda as the items are time sensitive and cannot wait until the next meeting of the Board on October 5, 2015.

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

- Approval of tuition aid for Samantha Schroeder (College of Southern Idaho and College of Western Idaho).
- Approval of tuition aid for Callee Beebe (College of Southern Idaho).
- Approval of tuition aid for Trina Peck (College of Southern Idaho).
- Approval of tuition aid for Haley Bowles (College of Southern Idaho).
- Approval of tuition aid for Nataleah Akin (College of Southern Idaho).
- Approval of tuition aid for Rebecca Cochran (College of Southern Idaho).
- Approval of tuition aid for Jamie Shattuck (College of Southern Idaho).

Reviewed and approved Claims Report.

Approved, signed and filed the Joint Treasurer/Auditor Report for August 2015.

By Motion and Order, approved and signed a Canon Unified Lease Agreement and associated documents for the lease of one Canon imageRunner Advance 6255 for use in Copy Central in an amount not to exceed \$155.00 per month plus \$0.0055 per page for black & white copies, and includes maintenance and supplies (including toner and staples) for a term of 60 months effective immediately. Also authorize the Chair's signature on a Notice of Termination of Lease Agreement to IKON Office Solutions, Inc. (Ricoh) for the Canon IR-5050 leased June 6, 2008.

By Motion and Order, approved and signed a Web Application Services and Hosting Agreement and attached Schedules (A, B, & C) between Latah County and RagnaSoft Incorporated for PlanIt Scheduling Subscription for the Latah County Sheriff's Office in the amount of \$1,885 per year effective October 1, 2015 through September 30, 2016 with automatic renewal provision thereafter. Deputy Chief (Brian Strampher) to be the point of contact for the Agreement.

Approved, signed and filed a request to add a new line of the Table or Organization for "Problem Solving Court Coordinator under Clerk of the Court, Line 03.

Approved, signed and filed a request to hire Shawna Hoppel, Specialty Court Coordinator, Clerk of the Court, Department 01AA, Line 03, effective October 1, 2015.

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>.

Henrienne K. Westberg
Clerk/Auditor/Recorder

By: Kara N. Egan
Deputy Clerk for the Board of Latah County Commissioners