

**COMMISSIONERS' PROCEEDINGS**  
**Week of August 22, 2016**

Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met in regular session on Monday, August 22, 2016, and Commissioners Richard Walser and Thomas C. Lamar met again on Wednesday, August 24, 2016 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b) & (d), convened in executive session at 10:01 a.m. on August 22, 2016, to consider personnel and records exempt from public disclosure; attorney-client communication, personnel issue.

Adjourned at 10:49 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 August 8, 2016.
- Approval of a 2 year incremental increase for Rosalind Williams, Administrative Assistant, Youth Services, Department 08B, Line 04, effective August 1, 2016.
- Filed Notice of Application and Notice of Modified Procedure before the Idaho Public Utilities Commission in the matter of the application of Avista Corporation for authority to amend its annual power cost adjustment (PCA) rates.
- Approval of a junior college aid Certificate of Residency for Joelle Ghigleri (North Idaho College).
- Approval of a junior college aid Certificate of Residency for Rianna Ray (North Idaho College).
- Approval of a junior college aid Certificate of Residency for Justin Paul (North Idaho College).
- Approval of a junior college aid Certificate of Residency for Tara LeGresley (College of Southern Idaho).

Approved, signed and filed a Casualty Loss Application by Matthew Schmidt, Parcel Number RP39N02W134052A; cancellation due to fire.

Approved, signed and filed a request to Certify Unpaid Fees to Property Taxes for: Latah County Solid Waste, Latah County Treasurer/Tax Collector Deferred Timber Taxes, City of Kendrick Water/Sewer/Garbage/Disposal Fees, City of Bovill Water/Sewer/Garbage Fees, City of Bovill LID Fees, Princeton-Hampton Sewer Fees, City of Potlatch Water & Sewer Fees, City of Juliaetta Water/Sewer/Garb Fees, City of Troy LID Fees, Hoo Doo Water & Sewer Fees, North Tomer Butte Water & Sewer Fees.

By Motion and Order, accepted and signed the following Proposals/Estimates for signage at the Latah County Annex on Almon Street: building lettering & logo

(exterior) by Rugged Cut in the amount of \$2,925; outdoor signs by Sign Crafters in the amount of \$1,993; awning by Sign Crafters in the amount of \$4,083; indoor directional signs by Precision Engraving in the amount of \$488; door decals by Cutting Edge in the amount of \$768.55. Taylor Minshall to be the project manager.

Signed and filed proposals not approved/accepted from Sign Crafters, Inc. and Allegra for signage at the Latah County Annex; no action taken.

By Motion and Order, approved and submit for publication the Invitation for Bids, Project Manual, and specifications for bidding the Improvements to Latah Trail project; set the time for bids being received and opened for September 7, 2016 at 2:00 p.m. Latah County Parks and Recreation Manager to be the project manager.

Approved, signed and filed an Application for Hardship by Bruce Anderson, Parcel Number RPM02500010040A; hardship for 2013.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda to hold an executive session (personnel) as the matter is urgent and just brought to the Board's attention today.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 11:44 a.m. on August 22, 2016, to consider personnel matters; personnel issue. Recess at 12:02 p.m. and reconvene at 4:00 p.m. Adjourned at 4:34 p.m.

By Motion and Order, pursuant to Idaho Code 74-204 amended the agenda as follows: 1) to add an executive session (personnel) to the agenda for 11:30 a.m. and move the BOCC Weekly Review – Approve/Deny, Sign & File to 1:30 p.m.; 2) add item #4 to the agenda for an amended Invitation for Bids as items are time sensitive and cannot wait until the next meeting of the Board; and 3) postpone the Solid Waste Regular meeting to 2:00 p.m. to accommodate the previous.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 9:23 a.m. on August 24, 2016, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:39 a.m.; one case was approved and one case was denied.

Approved, signed and filed the Treasurer/Auditor Joint Reports for April, May & June 2016.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda to include item #5 on the Approve/Deny, Sign and File agenda (Agreement with U.S. Communities) as the item is time sensitive and cannot wait until the next meeting of the Board.

By Motion and Order, approved and signed an Agreement between Latah County and LexisNexis for Government Solutions Software for use in the Treasurer's Office for locating persons owing property taxes & enforcing property tax laws in an amount of \$50.00 per month, or actual transaction charges (as outlined), whichever is greater; effective for 12 months beginning April 1, 2016 with automatic renewal.

Signed and file Notice of Claim For Damages filed by Shannon Musick.

Approved, signed and filed a 2 year incremental increase for Branden Demyer, Patrol Deputy; Sheriff, Operations; Department 04B, Line 16, effective July 1, 2016.

By Motion and Order, approved an amended Project Manual for Improvements to Latah Trail Project - Invitation for Bids form, and update the date and time for receiving and opening bids to Monday, September 12, 2016 at 11:30 a.m. (from the previously approved September 7, 2016 at 2:00 p.m.). Latah County Parks and Recreation Manager to be the project manager.

By Motion and Order, agreed to be bound by the terms of the Agreement between Latah County and U.S. Communities and authorize the IT Director to execute such Agreement.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 11:37 a.m. on August 24, 2016, to consider personnel matters; personnel issue. Recess at 11:51 a.m. and reconvene at 2:30 p.m. Adjourned at 4:10 p.m.

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 Egan  
Deputy Clerk for the Board of Latah County Commissioners