

COMMISSIONERS' PROCEEDINGS
Week of August 29, 2016

Commissioners Richard Walser and Thomas C. Lamar met in regular session on Monday, August 29, 2016, and Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met again on Tuesday, August 30, 2016 and again on Wednesday, August 31, 2016 the following actions were taken:

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

- Approval of an Amended incremental increase for Alan Martinson to correct the pay scale noted on the form approved August 17, 2016 (DH instead of AO).
- Approval of junior college Certificate of Residency for Kelli Kinzer (College of Southern Idaho).
- Approval of junior college Certificate of Residency for Sara Trees (College of Southern Idaho).
- Filed Separation From Employment for Erin Gram, Law Student/Pro Bono Extern, Prosecuting Attorney, Department 07, Line 17, effective August 4, 2016.
- Filed Separation From Employment for Ryan Sillers, Patrol Deputy; Sheriff, Operations; Department 04B, Line 17, effective August 30, 2016.
- Approval to hire Alexis Knowles, Clerical Assistant, Prosecuting Attorney, Department 07, Line 16, effective August 24, 2016.
- Approval of the Commissioners' Proceedings for the week of August 15, 2016.

By Motion and Order, approved the request for a renewal of a Temporary Second Dwelling, pursuant to §4.04 of the Latah County Land Use Ordinance, for Evelyn Wilson for the residence located at 1892 Hwy 9, Deary on Parcel Number RP40N03W012850A. This renewal is for one year, beginning September 15, 2016 and ending September 15, 2017.

By Motion and Order, approved and signed a Fair Cleaning Services Agreement between Latah County and Molly McMichael for work associated with the cleaning of bathrooms, shower, and main walkways of the exhibit building during the 2016 County Fair September 15 – 19, 2016 in an amount not to exceed \$1,800 effective through September 19, 2016.

By Motion and Order, approved and signed an Idaho Department of Parks and Recreation Grant Agreement Form for Project No. RT17-1-29-1, Trailhead restroom at Phillips Farm Park Trailhead in the amount of \$26,908, with an \$8,500 match for a total project cost of \$35,408; project period to be July 1, 2016 through June 30, 2017.

Reviewed and approved Claims Report.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b) & (d), convened in executive session at 10:03 a.m. on August 29, 2016, to consider personnel and records exempt from public disclosure; attorney-client communication, personnel issue. Adjourned at 10:23 a.m.

Signed and filed a renewal notice to Helbling Benefits, Inc. for COBRA Administration Agreement.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda to hold an executive session (personnel) at 1:00 p.m. on Tuesday, August 30 as the matter is time-sensitive.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 1:03 p.m. on August 30, 2016, to consider personnel matters; personnel issue. Recessed at 1:48 p.m. and reconvened at 1:56 p.m. Adjourned at 2:45 p.m.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 9:35 a.m. on August 31, 2016, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:58 a.m.; two cases were approved and no cases were denied.

By Motion and Order, approved and signed an Idaho Office of Emergency Management 2016 Subrecipient Agreement for Latah County for the State Homeland Security Grant Program (Federal Grant Award Number EMW-2016-SS-0028-S01/97.067) in the amount of \$57,849 for the performance period of September 1, 2016 through August 31, 2018. Also, approve and sign a Memorandum of Understanding between The State of Idaho, Office of Emergency Management and Latah County regarding State Use of 2016 State Homeland Security Grant Program Funding by authorizing Idaho Office of Emergency Management to obligate and pay for equipment purchases and allocate training program costs. Disaster Services Coordinator to be the contact person and grant administrator.

By Motion and Order, approved and signed Idaho Office of Emergency Management 2016 Subrecipient Agreement for Latah County for the 2016 EMPG (Emergency Management Performance Grant) in the amount of \$29,449 with a local match of \$29,449 for the performance period of October 1, 2015 through September 30, 2017. Disaster Services Coordinator to be the grant administrator.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda to include item #9 on the Approve/Deny, Sign & File agenda (new hire – Paul Villeneuve) as the matter is time-sensitive.

By Motion and Order, adopted Ordinance #344 Amendment to Moscow Area of City Impact Ordinance to amend Section 3.1 of Ordinance #247 as previously amended; providing for severability; and establishing an effective date for this ordinance.

By Motion and Order, adopted Ordinance #345 Amendment to Latah County Land Use Ordinance amending Section 7.01.02.1 of the Latah County Land Use Ordinance #269 (as amended); providing for severability; and establishing an effective date for this Ordinance.

By Motion and Order, approved and signed the Summary of Latah County Ordinances for publication: #344 – Amendment to Moscow Area of City Impact Ordinance; & #345 – Amendment to Latah County Land Use Ordinance.

By Motion and Order, approved and signed a Moscow Area of City Impact Agreement between Latah County and City of Moscow for modification of Section 3 to allow the Section 4.01 of the Latah County Land Use Ordinance #269 to be used in lieu of the City code that was adopted title “Nonconformities”.

By Motion and Order, approved and signed an Amendment to the 2006 Moscow Area of City of Impact Agreement to amend Section 3.1 of said agreement.

Approval of the Commissioners’ Proceedings for the week of August 22, 2016.

Review and Approve Claims Report.

By Motion and Order, approved and signed an updated LexisNexis Risk Solutions Government Application & Agreement and Schedule A for Government Solutions Software for use in the Treasurer’s Office which includes contact information that was inadvertently left out of the originally approved documents (August 24, 2016).

Approved, signed and filed a request to hire Paul Villeneuve, Communications Specialist; Sheriff, Communications; Department 04D, Line 08, effective September 6, 2016.

Approved, signed and filed a request for financial contribution for the 12th Annual Palouse Basin Water Summit; will contribute \$500.

By Motion and Order, a Public Budget Hearing having been held pursuant to Idaho Code 31-1604 at 4:00 p.m. on August 31, 2016 in consideration of the Latah County 2016-2017 Fiscal Year Proposed Budget; the Budget was set at \$18,471,960 which is not greater than the amount of the tentative budget nor includes an amount to be raised from property taxes greater than the amount advertised; \$18,471,960.00.

Adopted, signed and filed Resolution 2016-13 to fix and determine the amount of the County Fiscal Year 2016-2017 Budget at \$18,471,960 which is not greater than the amount of the tentative budget nor includes an amount to be raised from property taxes greater than the amount advertised.

Adopted, signed and filed Resolution 2016-14 to carry over and transfer fund balances from fiscal year 2016 in anticipation of the approval of the proposed 2016-2017 budget by Resolution 2016-23 as follows: Fund 10 Department 33 Emergency 911 – transfer remaining fund balances to Fund 33 Emergency 911; Fund 10 Department Bulletproof Vest Partnership – transfer remaining fund balances to Fund 08-00 Justice; Fund 154-00 Fairgrounds Donations – transfer remaining fund balances to Fund 09-00 Fair Building & Grounds; Fund 121-00 Rotary Club Ice Rink Lease – transfer remaining fund balances to Fund 09-00 Fair Building & Grounds; Fund 259-00 Justice Assistance Grant – transfer remaining fund balances to Fund 08-00 Justice; and Fund 262-00 PA Multidisciplinary Team – transfer remaining fund balances to Fund 08-00 Justice.

By Motion and Order, approved and signed the 2016 Dollar Certification of Budget Request (L-2).

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).

Henrienne K. Westberg
Clerk/Auditor/Recorder

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