

**COMMISSIONERS' PROCEEDINGS**  
**Week of October 3, 2016**

Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met in regular session on Monday, October 3, 2016, and again on Wednesday, October 5, 2016 the following actions were taken:

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

- Approval of the Commissioners' Proceedings for the week of September 12, 2016.
- Approval of junior college tuition aid Certificate of Residency for Koalten Glessner (North Idaho College).
- Approval of junior college tuition aid Certificate of Residency for Blair Anderson (College of Southern Idaho).
- Approval of junior college tuition aid Certificate of Residency for Steven Thompson (College of Southern Idaho).
- Approval of junior college tuition aid Certificate of Residency for Layton Paul (College of Southern Idaho).
- Approval of junior college tuition aid Certificate of Residency for Garrett Thompson (College of Southern Idaho).
- Approval of junior college tuition aid Certificate of Residency for Zachary Dockins (College of Western Idaho).
- Approval of junior college tuition aid Certificate of Residency for Audrey Prather (College of Western Idaho).
- Filed public defender hours for August 2016 by Jay Johnson (Conflict).
- Filed notice dated September 21, 2016 from the Idaho State Public Defense Commission regarding amended Indigent Defense Grant Approval (\$62,342.63).
- Approval of a change in pay grade (from AO10 to AO12) and a 20 year incremental increase for Katherine Mecham, Sr. Legal Assistant/ Victim-Witness Coordinator, Prosecuting Attorney, Department 07, Line 07, effective October 1, 2016.
- Approval of a 3 year incremental increase for Bradley Rudley, Deputy Prosecutor B, Prosecuting Attorney, Department 07, Line 04, effective October 1, 2016.
- Filed Separation from Employment for Alexis Knowles, Clerical Assistant, Prosecuting Attorney, Department 07, Line 16, effective September 22, 2016.
- Filed Certificate of Liability Insurance for Ivy Medical, PLLC.

- Filed Notice of Filing and Notice of Modified Procedure before the Idaho Public Utilities Commission in the matter of the filing of Avista Corporation DBA Avista Utilities' 2014 Natural Gas Integrated Resource Plan.
- Approval to hire Eric Robbins, Housekeeper; BOCC, Building & Grounds; Department 05F, Line 07, effective October 6, 2016.

Adopted, signed and filed Resolution 2016-16 declaring an annexation to the Troy Rural Fire District pursuant to Idaho Code 31-1411.

By Motion and Order, approved and signed an Amendment to Memorandum of Agreement between Latah County and the Idaho State Historical Society dated July 12, 2016 to extend the project deadline to on or before August 31, 2017 and carry-over the FY2016 award into FY2017. Project to be coordinated by the Latah County Historic Preservation Commission.

Adopted, signed and filed Resolution 2016-17 record destruction order for Auditor's Office Vault Records.

By Motion and Order, approved and signed an Idaho Public Safety Communications Commission Idaho Office of Emergency Management IPSCC Grant Award Document in the amount of \$119,635.97 for the Latah County Sheriff's Office. Performance Period for this grant is November 1, 2016 through October 31, 2018. Said Document replaces one approved and signed by the Board on September 21, 2016 as it had the incorrect award amount.

By Motion and Order, approved and signed a Purchase and Maintenance Agreement; Schedule A; and Lease Upgrade, Trade-in, Return or Buy-Out Reimbursement Addendum between Latah County and Canon Solutions America for a copier in the Social Services Department (IRADV500IF) in the amount of \$4,268.00 and monthly maintenance (includes toner and staples) and copies at a rate of \$0.0128 per black & white image.

Approved, signed and filed a request to surplus equipment – Auditor's Office.

Approved, signed and filed requests to surplus equipment – Assessor's Office.

Approved, signed and filed a letter to Idaho Department of Water Resources to withdraw protest of water right applications by Idaho Department of Lands (I-Minerals).

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 October 3, 2016, to consider personnel and records exempt from public disclosure and to deliberate regarding an acquisition of an interest in real property; attorney-client communication. Adjourned at 11:02 a.m.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 2:00 p.m. on October 3, 2016, to discuss records that are exempt from public disclosure; Application for Hardship. Adjourned at 2:34 p.m.

By Motion and Order, having reviewed bids received by Parks Director for the Phillips Farm Park Trailhead Restroom project, shall award the bid to Parks and Restroom Structures (Spokane, WA) in the amount of \$27,866 and shall execute whatever documents necessary for work on the project to commence. Parks Director Andy Grant to be the project manager. Further, approve the addition of electronic door locks and

storage chase/room in the amount of \$3,060 for a total amount of \$30,926.00. Said project funded by the Idaho Parks and Recreation, Recreational Trails Program (project no. RT17-1-29-1) awarded to the County.

By Motion and Order, approved the closure of the Latah Trail to the public south of Troy from the Troy waste water treatment facility to Bear Creek Canyon as marked from October 3, 2016 at 5:00 p.m. through October 22, 2016 at 6:00 a.m. due to construction. Further the Board directs that a press release be issued to that effect.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 3:03 p.m. on October 3, 2016, to consider personnel matters; personnel issue. Adjourned at 3:35 p.m.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 9:34 a.m. on October 5, 2016, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 10:08 a.m.; one case was approved and one case was denied.

Approved, signed and filed a Solid Waste Exemption for Brigitte Reynolds, Account Number 2722, Parcel Number MH09CT00007AA; hardship for 2016 (\$73.80) and 2017 (\$161.40).

Signed and filed ICRMP (Idaho County Risk Management Program) Policy Year 2016-2017 Public Entity Multi-Line Insurance Policy for Latah County.

Approved, signed and filed a request for letter of support for the Latah Recovery Center to receive financial support from the Millennium Fund.

Signed and filed a request for comment by Department of Environmental Quality for the draft biennial status report on water quality in Idaho's rivers, streams, lakes and reservoirs.

By Motion and Order, pursuant to Idaho Code 74-204, amended the agenda as follows: To add item #4 (motion to correct Resolution 2016-26) to the Approve/Deny, Sign and File agenda as the item is time sensitive to be recorded and cannot wait until the next meeting of the Board.

By Motion and Order, approved the Chair's signature on the Wilson Short Plat (#991) for Rezone #971 on Parcel Number RP39N05W012570A.

Approved, signed and filed the Latah County Polling Places for the General Election to be held on November 8, 2016.

Approved, signed and filed the Latah County Precinct Workers for the General Election to be held on November 8, 2016.

By Motion and Order, approved and signed a corrected Resolution 2016-16 to correct a clerical error on the address for one of the properties being annexed into the Troy Rural Fire District: correct physical address for Parcel Number RP40N04W238443A is 1041 Umbarger Road (not 1040 Umbarger Road as was stated in the original Resolution - instrument #581575).

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

- Approval of the Commissioners' Proceedings for the week of September 19, 2016.

- Approval of the Commissioners' Proceedings for the week of September 26, 2016.
- Approval of a change in position title (from Administrative Assistant to Administrative/Property & Evidence Assistant) and paygrade (from AO7 to AO10) for Jennifer Bryant; Sheriff, Administration; Department 04A, Line 02, effective October 1, 2016.
- File Separation From Employment for Clive Lindsey, Housekeeper; BOCC, Fairgrounds Management; Department 05D, Line 05, effective September 30, 2016.
- Approval of a change in status for Mark Steele from Part-time Regular to Full-Time, Maintenance; BOCC, Fairgrounds Management; Department 05D, Line 03, effective October 1, 2016.
- Approval to surplus equipment – Prosecuting Attorney.
- Approval to surplus equipment – Planning & Building.

Reviewed and Approved Claims Reports.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 1:42 p.m. on October 5, 2016, to consider personnel matters; evaluation. Recess at 1:52 p.m., and reconvene at 3:22 p.m. Adjourned at 3:46 p.m.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 4:01 p.m. on October 5, 2016, to consider personnel matters; personnel issue. Adjourned at 4:37 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