

COMMISSIONERS' PROCEEDINGS
Week of September 23, 2002

Commissioners Paul J. Kimmell, Loreca J. Stauber, and Jack Nelson met in regular session on Monday, September 23, 2002 and again on Wednesday, September 25, 2002; the following actions were taken:

Filed the ICRMP Claims Loss History for the month of August, 2002.

Approved, signed and filed a request to approve a 15-year increment increase for Katherine I. Mecham, Senior Legal Assistant/Victim-Witness Coordinator, Prosecuting Attorney, Department 08, Line 07, effective September 1, 2002.

Approved, signed and filed a request to approve a 6-month increment increase for Trent Oki, Resource Officer, Youth Services, Department 08A, Line 07, effective September 1, 2002.

Approved, signed and filed a request to approve a 3-year increment increase for Skye A. Taylor, Juvenile Probation Officer, Youth Services, Department 08A, Line 06, effective September 1, 2002.

Approved, signed and filed a request to hire Jordana M. Ross, Tracker, Youth Services/Juvenile Corrections Block Grant, Department 08B, Line 05, effective September 9, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Treasurer's Office, effective October 1, 2002.

Approved, signed and filed salary adjustments for Fiscal Year 2002-2003 Elected Officials, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, District Court, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Auditor/Recorder Office, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Social Services Office, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Board of County Commissioners Administration, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Historical Society, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Solid Waste Department, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Fairgrounds, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Motor Pool, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Rural Development, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Disaster Services/Weed Control, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Youth Services, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Assessor/Revaluation/Motor Vehicle, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Information Services, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Prosecuting Attorney, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Sheriff, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Cooperative Extension Office, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Buildings and Grounds, effective October 1, 2002.

Approved, signed and filed staff salary adjustments for Fiscal Year 2002-2003, Parks and Recreation, effective October 1, 2002.

By Motion and Order approved and signed the renewal of contract between Latah County and the University of Idaho Center on Disabilities and Human Development, which oversees the work of Rand Walker's mental health clinic, Idaho Child and Youth Study Center. County shall pay \$48,000.00 for said services plus expenses for reimbursements as specified. Effective October 1, 2002 through September 30 2003.

Approved, signed and filed a tax cancellation in behalf of Ten Penny Enterprises, Parcel Number PPJ117. Property no longer in Latah County; uncollectable.

Approved, signed and filed a request to hire Karl Otterstrom, Associate Planner, Planning & Building, Department 11, Line 02, effective September 30, 2002.

Approved, signed and filed a request for a Fiscal Year 2002-2003 increment increase for Karl Otterstrom, Associate Planner, Planning & Building, Department 11, Line 02, effective October 1, 2002.

Approved, signed and filed a request to hire Natalie Kiel, Permit Technician, Planning & Building, Department 11, Line 10, effective September 23, 2002.

Approved, signed and filed a request for a Fiscal Year 2002-2003 increment increase for Natalie Kiel, Permit Technician, Planning & Building, Department 11, Line 10, effective October 1, 2002.

Approved, signed and filed a request to transfer John Simler from Planning & Building Permit Technician, Line 10 to Associate Planner, Line 12, effective October 1, 2002.

Approved, signed and filed a request for a 5-year increment increase for Jody Rismon, Communications Specialist, Sheriff, Department 04 D, Line 02, effective October 1, 2002.

Approved, signed and filed a request for a 3-year increment increase for LaVern Chandler, Patrol Deputy, Sheriff, Department 04G, Line 01, effective October 1, 2002.

Approved, signed and filed a request for a 3-year increment increase for Paul Bauer, Housekeeper, Buildings and Grounds, Department 05F, Line 08, effective September 1, 2002.

Filed a Certificate of Insurance: General Liability for Latah Sanitation, Inc. effective July 1, 2002 through July 1, 2003.

Filed the executed copy of the Idaho Department of Commerce USDA-US Forest Service National Fire Plan Grant; Grant amount \$10,650.00 (\$7,000 from the State, \$3,650 local match) This project will update the fire portion of the Latah Emergency Operation plan. Grant administrator is Chris Storhok, Rural Development Coordinator.

Filed a copy of a warrant for the Latah Trail Paving Project in the amount of \$12,000 donated by the Latah Trail Foundation, Inc.

Approved, signed and filed the Commissioners' Proceedings for the week of September 9, 2002.

By Motion and Order, approved the continuation of the GIS Committee, to assist in the planning and implementation of the County GIS program. Committee shall be comprised of representatives from Assessor's Office, Auditor's Office, Sheriff's Office, Disaster Services/Weeds Department, Information Services' Department, Planning and Building's Department, and Treasurer's Office; effective October 1, 2002 through September 30, 2003.

Filed the amended Latah County Building Code Ordinance #237A as approved on August 26, 2002.

By Motion and Order, signed the ICRMP Public Entity Renewal Application for 2002-2003 for Public Entity Multi-lines Insurance Policy.

By Motion and Order, having held a Public Hearing as provided by law, adjusted the 2001-2002 Budget:

1. increased the Current Expense - County Agent Budget, line 01-13-0439-0001, Travel - County Agent in the amount of \$357 from \$ 3,000 to \$3,357 - revenue University of Idaho - reimbursement; and
2. increased the Current Expense - Information Services Budget, line 01-14-0806-0003, Capital - Telephone in the amount of \$100 from \$6,000 to \$6,100 - revenue Court Restitution for Case Number CR0200944; and
3. increased the Justice - General Budget, line 08-18-0488-0001, Public Defender Contract in the amount of \$ 4,011 from \$150,000 to \$ 154,011 - revenue Court ordered restitution; and
4. a. increased the Justice - Sheriff Budget, line 08-45-0509-0000, Jail - Operating Expense in the amount of \$163 from \$11,258 to \$11,421 - revenue State of Idaho; and
- b. increased the Justice - Sheriff Budget, line 08-45-0521-0003, Sheriff - Operating Expense in the amount of \$47 from \$1,200 to \$1,247 - revenue Reimbursement- meals; and
- c. increased the Justice - Sheriff Budget, line 08-45-0544-0000, Printing in the amount of \$39 from \$1,200 to \$1,239 - revenue Reimbursement - envelopes; and
5. increased Parks and Recreation Budget, line 18-47-0818-0001, Capital - Park Improvement in the amount of \$140 from \$5,000 to \$5,140 - revenue Triad News Publishing, Inc.; and
6. increased Sheriff Community Policing Contracts Budget, line 32-00-0402-0000, Salary - Deputies in the amount of \$277 from \$49,440 to \$49,717 - revenue Ruth Pictures, LLC; and
7. a. established Sheriff - Copsfast Excess Funds Grant Fund Budget lines in the following amounts:

"A" Budget

73-00-0402-0002 Salary-Law Enforcement Jail	\$11,074
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"D" Budget

73-00-0410-0000 Retirement	\$ 1,108
73-00-0411-0000 Social Security	\$ 763

73-00-0412-0000 Life Insurance	\$ 112
73-00-0413-0000 Medical Insurance	\$ 4,112
73-00-0414-0000 Employee Assistance Program	\$ 34
73-00-0415-0000 State Unemployment	\$
73-00-0416-0000 Workman's Compensation Insurance	\$ 800
73-00-0417-0000 Cancer Insurance	\$ 96
73-00-0419-0000 Flat Fringe Benefit	\$ 1,200
"B" Budget	
73-00-0521-0000 Operating Expense	\$ 7,969
"C" Budget	
73-00-806-0000 Capital - Equipment	\$ 964

for a total of \$28,232; and

- b. established a cash Sheriff- Copsfast Excess Funds Grant Fund in the amount of \$28, 232 - revenue Federal Grant Funds.

These funds are unscheduled revenues or carry forward funds and the expenditure of these funds will be at no additional cost to the taxpayers of Latah County. The Board authorizes and directs the County Auditor to make the necessary adjustments.

By Motion and Order, pursuant to Idaho Code 67-2345(1)(f) convened in Executive Session at 1:36 p.m., Monday, September 23, 2002, to discuss litigation. Adjourned at 2:00 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345(1)(d) convened in Executive Session at 2:36 p.m., Monday, September 23, 2002, to discuss records that are exempt from public inspection; Indigent Appeal, Case #2602. Adjourned at 3:03 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345(1)(a)&(b), convened in Executive Session at 9:32 a.m., Wednesday, September 25, 2002, to discuss personnel matters. Adjourned at 9:37 a.m.

Approved, signed and filed a request for a Solid Waste Exemption in behalf of Patti Nirk, RP42N05W124552A (commercial), RP42N05W124552A (residential), MH42N05W124552A. Property reverted back after default by previous owners.

By Motion and Order, pursuant to Idaho Code 67-2345(1)(d) convened in Executive Session at 11:05 a.m., Wednesday, September 25, 2002, to discuss records that are exempt from public inspection; Indigent. Adjourned at 11:45 a.m. Eleven cases approved, two cases denied.

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>.

**Susan Petersen
Clerk/Auditor/Recorder**

**By: Rachel Rausch
Deputy Clerk of the Board of Latah County Commissioners**