

**COMMISSIONERS' PROCEEDINGS**  
**Week of August 30, 2004**

Commissioners Paul J. Kimmell, Tom S. Stroschein, and John A. "Jack" Nelson met in regular session on Monday, August 30, 2004 and Tom S. Stroschein and John A. "Jack" Nelson met again on Wednesday, September 1, 2004, the following actions were taken:

Approved, signed and filed Commissioners' Proceedings for the Week of August 23, 2004.

Approved, signed and filed request for a Retail Alcohol Beverage License by Big Surf Inc., dba The Beach 302 South Main St., Moscow, ID.

Approved, signed and filed request for a 3 yr. increment increase for Alan Martinson, Weed Control Supervisor; BOCC, Weed Control; Department 05K, Line 01, effective August 1, 2004.

Approved, signed and filed amended Personnel Change Request Form for Nicole Agidius, Project/GIS Specialist, Planning and Building, Department 11, Line 13 to Associate Planner, Department 11, Line 12, addressing years of service in the transfer of her position, effective August 9, 2004.

Signed and filed letter of resignation from Karl Otterstrom, Associate Planner, Planning and Building, Department 11, Line 02 effective September 10, 2004.

Approved, signed and filed Personnel Change Request Form for Doris L. Gabelman, Auditor Assistant, Auditor/Recorder, Department 01B, Line 03, removed from the Table of Organization effective August 23, 2004.

Approved, signed and filed Personnel Change Request Form for Jerry Nichols, Volunteer Chaplain; Sheriff, Chaplains Corps; Department 04H, Line 04, remove from the Table of Organization effective August 26, 2004.

Approved, signed and filed request to change name of Jennifer George to Jennifer Strampher on the Table of Organization and records, effective August 26, 2004.

Approved, signed and filed request to surplus equipment, Mike Kinner, Information Services Department.

By Motion and Order approved, signed and filed Benchmark Research & Safety, Inc. Subcontractor Agreement between Benchmark Research & Safety, Inc. and Latah County to provide services of Substance Abuse Prevention Provider Administrator, Idaho Department of Health and Welfare ("Benchmark"), Prevention Provider will render services for Youth Advocacy Council Programs; this program will be administered through Youth Service Department; payment will be in an amount not to exceed \$7,999.98; effective July 1, 2004 through June 30, 2005.

By Motion and Order approved, signed and filed Memorandum of Agreement GIS-012004 between State of Idaho Department of Administration and Latah County to

participate with the Farm Service Agency as part of the National Agriculture Imagery Program to utilize the National Agriculture Imagery Program Digital Orthophoto Quadrangle images for statewide data collection; Latah County's contribution shall be in the amount of \$2,000.00; effective date August 30, 2004 and shall terminate on complete distribution of the data or on a date as determined by the Farm Service Agency.

By Motion and order approved, signed and filed request from Latah Soil and Water Conservation District to contract with the County Clerk, Susan R. Petersen, to assist in the coordination of their 2004 Supervisors Election with the County General 2004 Election for a fee of \$300.00.

Approved, signed and filed an Abstract of Agreement Regarding Conveyance of Property and Building Site Eligibility Reassignment, between Latah County, North Idaho Crushing, Huskey and Jordan.

Approved, signed and filed request from Sandy Rollins, Disaster Services Coordinator, to have a dedicated phone line off site at her home, to be used for County purposes.

Signed and filed Notice from Idaho Public Utilities Commission, Filing and Comment Deadline AVISTA.

By Motion and Order approved an increase in Latah County's automobile mileage reimbursement rate to .375/mile effective October 1, 2004. Direct Clerk to amend Appendix H of employee handbook to reflect increase.

By Motion and Order having held a public hearing as provided by law, shall adjust the 2003-2004 budget as follows: a.) to establish 2004 Citizen Corps Council Grant Fund 231-00 Budget lines in the following amounts:

a.) to establish 2004 Citizen Corps Council Grant Fund 231-00 Budget lines in the following amounts:

231-00-0690-0001	Administration Fees – Latah County	\$1,038.00
231-00-0439-0000	Citizen Corps Council – Travel	\$1,584.00
231-00-0449-0000	Citizen Corps Council – Supplies	\$1,584.00
231-00-0549-0000	Citizen Corps Council – Advertising	\$1,584.00
231-00-0523-0079	CERT-Latah County – Project Expense	\$5,161.00
231-00-0523-0080	CERT-Lewis County – Project Expense	\$5,161.00
231-00-0523-0081	CERT-Nez Perce County – Project Expense	\$5,161.00
231-00-0523-0082	CERT-Clearwater County – Project Expense	\$5,161.00
231-00-0523-0083	CERT-Idaho County – Project Expense	\$5,161.00
231-00-0569-0000	Regional CERT-Team Competition – Education	\$3,000.00

For a total of \$34,595 – revenue Idaho Bureau of Homeland Security; and

b.) to establish 2004 Citizen Corps Council Grand Cash Fund in the amount of @34,595 – revenue Idaho Bureau of Homeland Security.

These funds are unscheduled revenues of 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 having held a public hearing, and upon adoption of Resolution

Number 2004-21, to increase fees for building and mechanical permits in the Planning and Building Department of Latah County, approve the adoption of Ordinance number 252 which will detail the building fee increases and building code requirements to be effective October 1, 2004.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 2:01 p.m. on August 30, 2004, to discuss personnel. Adjourned at 3:04 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:05 a.m. on September 1, 2004, to discuss records that are exempt from public inspection, Indigent. Adjourned at 10:42 a.m.; four cases were approved and two were denied.

By Motion and Order, in regards to the Secure Rural Schools and Community Self-Determination Act of 2000, Title III County Projects, commonly referred to as Craig-Wyden Bill; having published a notification of a 45-day Comment Period in the Moscow-Pullman Daily News; having held a public hearing pursuant to Section 302 (a) Public Law 106-393; shall approve an expenditure in the amount of \$6,000.00, to be used for the Lena Whitmore Elementary outdoor Classroom Project in Latah County; project will create a living laboratory where students can learn science, math and language arts by studying forests and will serve to enhance the hands-on educational opportunities related to forests and other Palouse habitat types. This is an after school program.

By Motion and Order, sign the findings, conclusions and decision for CUP 663, approving the request by North Latah Highway District to expand an existing quarry/excavation/crushing operation, subject to the conditions enumerated in said decision.

By Motion and Order, in accordance with § 11.06 of the Latah County Zoning Ordinance, approve the request for a second dwelling for Keith Wilson on Assessor's parcel #RP40N03W012850A. The approval is for one year, beginning September 1, 2004 and ending September 1, 2005.

Approved, signed and filed request to surplus and discard equipment, Susan Petersen, Auditor/Recorder's Office.

Signed and filed the resignation of Lance Abendroth, Certified Appraiser; Assessor, Revalutaion; Department 02A, Line 07; effective September 1, 2004.

By Motion and Order, conditionally approve the final development plan and the issuance of the associated construction permit for Renaissance Trailer Park, submitted by Dan Mack, located adjacent to Carmichael Road. Development of the park is contingent upon revising plans to conform with Moscow City Engineering Standards and notes provided by Dean Weyen, Assistant City Engineer, City of Moscow, dated August 31, 2004, and notes provided by Karl Otterstrom, Associate Planner, Latah County, dated September 1, 2004, insofar said notes are consistent with this approval. The Board determines the requirements of the Title 6, Moscow City Code, as adopted by Latah County (Moscow Area of City Impact Ordinance), have been met, and no buffer area is required as set forth in Section 2-12 of said Title. All development shall conform with the submitted final site plan commensurate with its conformance with all applicable standards, laws

and regulations pertaining to said development.

Approved, signed and filed a request for a solid waste exemption; hardship for Margo Griffin, MH41N01E315831A.

Approved, signed and filed a request for a solid waste exemption; hardship for Edward Browning, MH18CT00002A.

Signed and filed Fiscal Summary for CLG 04: Agricultural Sites & Structures Survey from the Latah County Historic Preservation Commission.

Signed and filed the final billing of the Latah County Certified Local Government Grant for 2004 on behalf of the Latah County Historic Preservation Commission, requesting reimbursement in the amount of \$3000 for contract payment to Suzanne Julin and final grant project report; project completed was for agricultural sites and structure survey.

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).

Susan Petersen  
Clerk/Auditor/Recorder

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