

COMMISSIONERS' PROCEEDINGS
Week of September 26, 2005

Commissioners John A. "Jack" Nelson, Tom S. Stroschein and Paul J. Kimmell met in regular session on Monday, September 26, 2005 and again on Wednesday, September 28, 2005 the following actions were taken:

By Motion and Order, approved and signed a Real Estate Sub-Lease between Latah County and Moscow School District #281. Lease is for non-exclusive purpose of maintaining and operating a radio transmitter-receiver station for period commencing on September 26, 2005 and terminating September 31, 2010 in the amount of \$800 per year.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d)&(f), convened in executive session at 9:28 a.m. on September 26, 2005, to discuss records exempt from public inspection and litigation. Adjourned at 9:48 a.m.

By Motion and Order, affirmed the decision of the Planning Department that the road across Renee Skrzypchack's and Sharon Kielty's property is an easement and not a public or private street right of way. Further, direct staff to prepare Findings of Fact and Conclusions of Law regarding said appeal.

Approved, signed and filed a six month incremental increase for Linda James, Data Entry Clerk, Assessor, Department 02A, Line 17, effective September 9, 2005.

Signed and filed termination of Joseph Hydzik, Communications Specialist; Sheriff, Communications; Department 04D, Line 06, effective September 8, 2005.

Approved, signed and filed Request to hire Kathy Gaia, Communications Specialist; Sheriff, Communications; Department 04D, Line 06, effective September 19, 2005.

Signed and filed resignation for Shannen Stokes, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 01, effective September 13, 2005.

Signed and filed resignation for Robin Wuest, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 02, effective August 31, 2005.

Approved, signed and filed request to hire Julie Morter, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 01, effective September 12, 2005.

Approved, signed and filed request to hire Sari Jayo, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 02, effective September 12, 2005.

Approved, signed and filed request to hire Sara Mahaffy, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 03, effective September 12, 2005.

Approved, signed and filed request to hire Courtney Dozier, Part-time Irregular, Tracker, Youth Services, Department 08B, Line 04, effective September 12, 2005.

Approved, signed and filed Solid Waste Hardship, Parcel Number MH27CT00016A; for tax years 2004 and 2005 in the amounts of \$66.31 and \$209.88 respectively.

By Motion and Order, adopted the Court Assistance Office Project (CAOP) Clerical Assistant Space Agreement between Latah County and the Idaho Supreme Court; the agreement is to provide necessary office space and office supplies for the Latah County employee Jennifer Foster to perform the functions of Clerical Assistant for Idaho Supreme Court's Court Assistance Project (CAOP); the project is funded in part by grant funds and in part by an appropriation from the Idaho Legislature; effective September 15, 2005 through April 14, 2006.

By Motion and Order, adopted the Court Assistance Office Project (CAOP) Clerical Assistant Shared Employee Agreement between Latah County and the Idaho Supreme Court; this agreement is personal to the names employee Jennifer Foster and not generally transferable to any other County employee; the project is funded in part by grant funds and in part by an appropriation from the Idaho Legislature; effective September 15, 2005 through April 14, 2006.

Approved, signed and filed an increase in hours for Jennifer Foster, Part-time Irregular, Switchboard Operator; BOCC, Administration; Department 05A, Line 05 to Part-time Regular for duties as the Court Assistance Office Project, Clerical Assistant, effective September 15, 2005.

Approved, signed and filed request to authorize issuance of a courthouse key to Jennifer Foster.

By Motion and Order, approved the APS Healthcare, Employee Assistance Program for a three year period as per the following schedule:

<u>Fiscal Year</u>	<u>Rate per Employee</u>
October 1, 2005-September 30, 2006	\$2.49
October 1, 2006-September 30, 2007	\$2.49
October 1, 2007-September 30, 2008	\$2.49

This is a decrease from the current amount of \$3.08 per employee per month. Latah County will pay APS on a monthly basis in advance of the service period.

By Motion and Order,

1. Adopted salary scales for:
Administrative Office – AO
Public Safety – PS
Department Head – DH.
2. The scale reflects a one percent (1%) increase to the midpoint of the scale.
3. Effective dates October 1, 2005 through September 30, 2006.

Approved, signed and filed the Findings of Fact and Conclusions of Law regarding the petition by David and Ann Leach to rezone a four-acre parcel of land from Agriculture/Forestry (A/F) to Low-Density Single Family Residential (R-1) to create four, 1-acre lots within the Moscow Area of City Impact. The property is located at 2421 Old Pullman Road, in Section 13, Township 39 North, Range 6 West, B.M., in Latah County, and currently referenced as Assessor's Parcel Number RP39N06W135225A.

Approved, signed and filed the Findings of Fact and Conclusions of Law regarding the petition by Ron and Lonna Bishop for a short plat within the Rural Residential (R-5) Zone. The proposed plat will create three parcels; specifically two, five-acre lots and one lot consisting of 20 acres. The property is located 800 feet due west of the Highway 95 and Highway 6 junction at 1277 Kennedy Ford Road in Section 2, Township 41 North, Range 5 West, B.M., in Latah County, and referenced as Assessor's Parcel Number RP41N05W023152A.

Approved, signed and filed the Findings of Fact and Conclusions of Law regarding the petition by Craig and Lori Roberts for a variance from the thirty-five (35) foot set-back to a property line for a residence and accessory buildings on their 2 acre parcel. The property is located at 1233 Guernsey Cutoff, Potlatch, in Section 09, Township 41 North, Range 04 West, B.M., in Latah County and referenced as Assessor's Parcel Number RP41N04W098859A.

By Motion and Order approved and signed a Foster Care Recruitment and Licensing Services Contract Amendment between Latah County and State of Idaho Department of Health and Welfare for amount of \$65,700. Contract amendment to expire September 30, 2006.

By Motion and Order approved and signed an agreement with Regents of the University of Idaho through the Center on Disabilities and Human Development, Idaho Child Youth Study Center for receipt of psychological counseling services as referred by Latah County Youth Services in the amount of \$24,000. Effective October 1, 2005 through September 30, 2006.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (f), convened in executive session at 2:18 p.m. on September 26, 2005, to discuss litigation. Adjourned at 4:58 p.m.

By Motion and Order, having held a public hearing, denied the proposal submitted by George Lisher to modify Conditional Use Permit #653 to expand his rock excavation and crushing site to five acres, to increase hours of operation, delete portions of conditions 2 and 5, and delete conditions 4, 6, 7, and 13; and instruct Planning and Building staff to prepare Findings of Fact and Conclusions of Law. Commissioners Kimmell and Stroschein voted yes, Commissioner Nelson voted no.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:10 a.m. on September 28, 2005, to discuss records that are exempt from public inspection, Indigent. Adjourned at 9:45 a.m.; three cases were approved and no cases were denied.

By Motion and Order, having held a public hearing as provided by law, adjusted the 2004-2005 and 2005-2006 Budgets as follows:

2004-2005 Budget

1. increase Fair Operation: \$ 8,800.00
Increase the Fair Operation budget lines in the following amounts:
07-00-0521-0000 Operation Expense \$ 800.00
07-00-0724-0000 Entertainment \$ 8,000.00
for a total of \$8,800 – revenue Donations and RV fees; and

2. increase Justice – General: \$48,569.00
 Increase the Justice – General budget line 08-18-0485-0000, Professional Services – Court Appointed Counsel in the amount of \$48,569 from \$115,661 to \$164,230 – revenue Justice Fund; and
3. establish Court Assistance Office Project (CAOP) Fund 241-00: \$ 356.00
 - a. establish Court Assistance Office Project (CAOP) budget lines in the following amounts:

241-00-0406-0000	Salary Part Time	\$ 192.00
241-00-0410-0000	Retirement	\$ 20.00
241-00-0411-0000	Social Security	\$ 14.00
241-00-0413-0000	Medical	\$ 105.00
241-00-0419-0000	Flat Fringe	\$ 25.00

 for a total of \$356.00 – revenue Idaho Supreme Court; and
 - b. establish Court Assistance Office Project (CAOP) Cash Fund in the amount of \$356.00 – revenue Idaho Supreme Court; and

2005-2006 Budget

1. establish Court Assistance Office Project (CAOP) Fund 241-00: \$10,222.00
 - a. establish Court Assistance Office Project (CAOP) budget lines in the following amounts:

241-00-0406-0000	Salary Part Time	\$ 7,305.00
241-00-0410-0000	Retirement	\$ 758.00
241-00-0411-0000	Social Security	\$ 558.00
241-00-0413-0000	Medical	\$ 1,267.00
241-00-0416-0000	Workers Comp	\$ 34.00
241-00-0419-0000	Flat Fringe	\$ 300.00

 For a total of \$10,222.00 – revenue Idaho Supreme Court; and
 - b. establish Court Assistance Office Project (CAOP) Cash Fund in the amount of \$10,222.00 – revenue Idaho Supreme Court; and
2. establish Hydrogeologic Characterization Project (HCP) Fund 240-00 \$150,000.00
 - a. establish Hydrogeologic Characterization Project budget lines in the following amounts:

240-00-0406-0021	Part time – Project Coordinator	\$ 3,715.00
240-00-0406-0022	Part Time – Project System Analyst	\$11,146.00
240-00-0406-0023	Part Time – Project Field Observer	\$ 9,288.00
240-00-0411-0000	Social Security	<u>\$ 1,851.00</u>
		\$26,000.00
240-00-0523-0000	Project Expense	\$13,500.00
240-00-0684-0000	Contracts	<u>\$87,500.00</u>
		\$101,000.00

Revenue Idaho Department of Water Resources; and

- b. establish Hydrogeologic Characterization Project Cash Fund in the amount of \$150,000 – revenue Idaho Department of Water Resources.

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.

Approved, signed and filed the Commissioners' Proceedings for the Week of September 12, 2005.

Approved, signed and filed the Commissioners' Proceedings for the Week of September 19, 2005.

Approved, signed and filed Taxpayer's Adjustment for Lewis & Ruth Shook, RP41N04W213151A; cancellation in the amount of \$60.34 due to double assessment. Amount to be applied to 2005 tax.

Approved, signed and filed Taxpayer's Adjustment for Lewis & Ruth Shook, RP41N04W213151A; cancellation due to double assessment for 2004.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Gloria Riedlinger, RPT1565003009AA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Rosemary Huskey and Sandra Lund regarding Community Christian Ministries, RPM0001005004BA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Rosemary Huskey and Sandra Lund regarding Faith Ministries/Logos School, RPM00400040020A, RPM0040001004CA, and RPM0040001004BA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Rosemary Huskey and Sandra Lund regarding Board of Trustees of New St. Andrews College Trust, RPM0680004007AA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Hans and Kathy Kok, RPM0320003013CA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Hill Family Properties, RPM05200020010A.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Christ Church, RPM0001006001AA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Board of Trustees of New St. Andrews, RPM0680004007AA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Phillip Tenwick, RPM0600003007AA.

Signed and filed Notice of Appeal from County Board of Equalization before the Idaho State Board of Tax Appeals for Joseph Krasnec, RPM965000000GHA.

Signed and filed executed Professional Services Agreement for County Surveyor between Latah County and Ronald Monson for Fiscal Year 2006.

Signed and filed Latah Economic Development Council Director's Report dated September 14, 2005.

Signed and filed memorandum regarding Latah County Representation on the Idaho Juvenile Justice Commission.

By Motion and Order approved and signed Addendum A – Software Service Selection, between Latah County and Computer Arts, Inc. (CAI) for software program maintenance and software services in the amount of \$46,378.13 for FY 2005 – 2006.

Approved, signed and filed a Request to surplus equipment – Information Technology Services.

Approved, signed and filed a Request to surplus equipment – Sheriff’s Office/Driver Licensing.

Approved, signed and filed a Request for Tuition Aid to North Idaho College on behalf of Bonnie Wilcoxson.

Approved, signed and filed a Request for Tuition Aid to North Idaho College on behalf of Catrina Collins.

Signed and filed Court Assistance Office Report for August 2005.

Signed and filed letter from City of Moscow regarding Solid Waste Rates and Policy Changes Effective October 1, 2005; stating proposed increase of 2.65% over the FY2005 values.

By Motion and Order, reappointed the following individuals to be members of the Latah County Waterways Committee for a three year term ending December 31, 2007: Tom Townsend, Paul Gravelle, Michael Young, Mike McGahan, Richard Bingham, and Gerald Gordon.

Approved, signed and filed a three (3) year incremental increase for Troy Sprenke, Permit Technician, Planning and Building, Department 11, Line 10, effective September 1, 2005.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 11:17 a.m. on September 28, 2005, to discuss personnel. Adjourned at 11:52 a.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b) & (c), convened in executive session at 2:02 p.m. on September 28, 2005, to discuss personnel and acquisition of an interest in real property. Adjourned at 3:07 p.m.

By Motion and Order, closed out the 2005 Certified Local Government Grant between Latah County and the Idaho State historical Society.

By Motion and Order, approved the application for a certified Local Government Grant FY2006 between Latah County and the Idaho State Historical Society in the amount of \$5,500 for a multiple property documentation for the National Register of Historic Places on Agricultural Buildings in Latah County.

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