

**BOARD OF LATAH COUNTY COMMISSIONERS’  
FORMAL AGENDA AND SCHEDULE OF MEETINGS  
MEETING IN ROOM 2B**

**(Roll call for Executive Session pursuant to Idaho Code Section 67-2345)**

**MONDAY, DECEMBER 3, 2007**

- 9:00 AM Elected Officials and Department Heads Regular Meeting
1. Maintenance and ITS SharePoint Sites Demonstration
  2. Holiday Party Update
  3. New, Ongoing and Other Business
- 10:00 AM Civil Counsel
1. McConnell Mansion Lease Update
  2. New, Ongoing and Other Business
  3. Executive Session – Pending Litigation
- 11:00 AM Approve/Deny, Sign, and File
1. Request to approve the Commissioners’ Proceedings for the Week of November 19, 2007
  2. Request to approve the Commissioners’ Proceedings for the Week of November 26, 2007
  3. Request to approve Amended BOCC, Fairgrounds Salaries for Fiscal Year 2007-2008
  4. Request to appoint Kara Rickert as the Department Head representative on the Employee Benefits Committee
  5. Request to approve a Professional Services Agreement between Latah County and Recovery Resources to provide substance abuse treatment and education for youth referred by Latah County Youth Services
  6. Request for Taxpayer’s Adjustment on behalf of P S Construction Inc., Parcel Number PPP199
  7. Request to approve Proposal by Washington Stone & Tresko Monument Inc. to add names to the Veterans Memorial Monument located in East City Park
  8. Request to approve additional layers for free public GIS site access
  9. Request to approve the transfer of Danielle Sutton from Part-time Regular, Communications Specialist; Sheriff, Communications; Department 04D, Line 09 to Full-time, Communications Specialist; Sheriff, Communications; Department 04D, Line 03, effective November 28, 2007
  10. File Separation From Employment for Joshua Larson, Deputy; Sheriff, Investigations; Department 04C, Line 04, effective December 17, 2007
  11. File letter and copy of check from Gritman Medical Center regarding finalization on former Latah Health Services facility
  12. Request to approve Personnel Policy Handbook change to the Automatic External Defibrillator Protocol
  13. Review and Approve Claims Reports
- 1:30 PM Building and Grounds Regular Meeting
1. New, Ongoing and Other Business
- 2:00 PM Executive Session – Personnel

4:59 PM Close as a Board of Equalization  
5:15 PM Joint Meeting with Latah County Planning Commission

**WEDNESDAY, DECEMBER 5, 2007**

9:00 AM Request for Indigent Funds  
10:00 AM Sheriff's Office Regular Meeting  
1. New, Ongoing and Other Business  
10:30 AM Museum Regular Meeting  
1. New, Ongoing and Other Business  
11:00 AM Pullman-Moscow Airport Board Discussion – Bob Jahns  
1:30 PM Fairgrounds Regular Meeting  
1. New, Ongoing and Other Business  
2:00 PM BOCC Weekly Review  
1. *Request for Taxpayer's Adjustment on behalf of Dale and Lynne Anderson, MH01660008005BA*  
2. *Request to approve closure of Latah County Offices on December 13<sup>th</sup> from 11:30 a.m. to 1:30 p.m. for annual Courthouse Holiday Gala*  
3. *File Clearwater Nation Forest Travel Planning Environmental Impact Statement Proposed Action*  
4. *Request to approve the Chair's signature on Memorandum of Understanding for the Palouse Cooperative Weed Management Area*  
5. *Facilities Discussion*  
6. *File letter to Total Administrative Services Corporation regarding change in providers for County Flexible Spending Account to be effective January 1, 2008*  
7. *Request to hire Marshall Comstock, Part-time Regular, Building Inspector II, Planning and Building, Department 11, Line 08, effective December 17, 2007*  
8. *Request to approve a change in status from Part-time Regular to Full-time for Marshall Comstock, Building Inspector II, Planning and Building, Department 11, Line 08, effective January 1, 2008*  
9. *Request to hire Richard Beal, Detention Deputy; Sheriff, Detention; Department 04E, Line 07, effective December 10, 2007*  
10. *Request to remove from Table of Organization, Christopher Odenborg, Patrol Deputy; Sheriff, Reserves; Department 04F, Line 08, effective November 27, 2007*  
11. *Request to approve the Chair's signature on a Development Agreement for Salisbury Rezone (RZ 753)*  
12. *Approve Flexible Benefit Cafeteria Plan Data Input Sheet, Employer Data page and Employer Adoption Agreement VEBA Trust*  
13. *Resolution 2007-36 authorizing establishment of a Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association (HRA VEBA) Plan*  
**14. Planning Commission Appointment Discussion and Decision**  
15. New, Ongoing and Other Business  
3:00 PM Public Hearing to Transfer Personal Property from City of Moscow Police Department

- 3:30 PM *Treasurer Regular Meeting*  
1. *Audit Concerns*  
2. *New, Ongoing and Other Business*
- 4:00 PM *ITS Regular Meeting*  
1. *New, Ongoing and Other Business*

**OTHER MEETINGS**

**MONDAY, DECEMBER 3, 2007**

- 5:15 PM Latah County Commissioners – Planning Commission Joint Meeting, Room 2B, Courthouse
- 7:00 PM University of Idaho Student Association for Fire Ecology, UI Commons, Crest Room

**TUESDAY, DECEMBER 4, 2007**

- 1:30 PM Latah County Youth Advocacy Council Executive Board, Room 2B, Courthouse
- 5:30 PM Planning Commission, Room 2B, Courthouse

**WEDNESDAY, DECEMBER 6, 2007**

- 7:00 AM City/County/University/School District Breakfast, UI Wallace Quiet Room
- 7:00 PM Zoning Commission, Room 2B, Courthouse

**THURSDAY, DECEMBER 6, 2007**

- 8:45 AM Mediation, Room 2B, Courthouse
- 1:00 PM Local Emergency Planning Committee (LEPC), Room 2B, Courthouse
- 6:15 PM Historical Society Board of Trustees, Room 2B, Courthouse

**FRIDAY, DECEMBER 7, 2007**

- 10:00 AM Deposition, Room 2B, Courthouse
- 2:00 PM Interoperable Emergency Communications Plan Meeting, Room 2B, Courthouse

**12/5/2007 9:18 AM**

***Amended Agenda***