

COMMISSIONERS' PROCEEDINGS
Week of November 7, 2011

Commissioners Jennifer Barrett and David McGraw met in regular session on Monday, November 7, 2011, and met again on Wednesday, November 9, 2011 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 October 31, 2011.
- Approval of tuition aid to College of Southern Idaho for Zachary Spence.
- Filed responses by ICRMP to Tort Claims as filed by Sharon Jasper.
- Approval to surplus equipment – Planning and Building.
- Approval to hire Kyle Gehrlein, Detention Deputy; Sheriff, Detention; Department 04E, Line 13, effective November 7, 2011.
- Filed Public Defender hours for October 2011 as submitted by D. Ray Barker (Conflict).
- Approval of a two year incremental increase for Elizabeth Mottern, Deputy Court Clerk II, Clerk of the District Court, Department 01A, Line 06, effective November 1, 2011.
- Approval of a six month incremental increase for Tracy Dixon, Deputy Auditor/Payroll/Accts Payable/Insurance Records, Auditor/Recorder, Department 01B, Line 04, effective November 1, 2011.

Approved, signed and filed a Retail Alcohol Beverage License for Nicole Tyllas dba Wanderers' Tavern, 205 S Washington St., Moscow

Approved, signed and filed a request to add to the Table of Organization, Melissa Lines, Clerical Assistant (in Sustainable Ag.), County Extension Office, Department 10, Line 08, effective October 25, 2011.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Heidi Bitterwolf, Thomas & Caroline Bitterwolf, Parcel Number RPM03550010050; cancellation in the amount of \$125.42 to reflect Homeowner's Exemption which should have been in place.

By Motion and Order, ratified the Assessor's signature on a Maintenance Agreement between Latah County and H&H Business Systems, Inc. for the equipment located in the Assessor's Office (equipment ID # 50032) effective through August 27, 2012 for VIP maintenance which includes all parts, labor, travel & chemicals, excludes paper and staples at a rate of \$0.007 per copy to be billed monthly.

Approved, signed and filed the hire of Corey Clemm, Part-time Irregular, Elections Deputy Clerk, Election Consolidation, Department 01E, Line 03, effective November 4, 2011.

Approved, signed and filed a request for building permit fee waiver requests for Latah County Parks and Recreation.

By Motion and Order, adopted the Latah County 2012 Solid Waste Fee Reduction for the 2011 Circuit Breaker Program dated November 2, 2011.

By Motion and Order, approved and signed a Maintenance Agreement between Latah County and H&H Business Systems, Inc. for the equipment located in the Extension Office (equipment ID # 50028) effective through August 16, 2012 for VIP maintenance which includes all parts, labor, travel & chemicals, excludes paper at a rate of \$0.006 per copy to be billed monthly.

Approved, signed and filed a request to surplus equipment – Disaster Services.

Reviewed and approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 10:02 a.m. on November 7, 2011, to consider personnel matters. Adjourned at 10:42 a.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:37 a.m. on November 9, 2011, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:55 a.m.; no cases were approved or denied.

Approved, signed and filed a request to surplus equipment – ITS.

Reviewed and approved Claims Report.

Approved, signed and filed a request to transfer surplus equipment to Court Assistance Office.

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 Lichti
Deputy Clerk for the Board of Latah County Commissioners