

COMMISSIONERS' PROCEEDINGS
Week of December 5, 2011

Commissioners Jennifer Barrett and David McGraw met in regular session on Monday, December 5, 2011, and met again on Wednesday, December 7, 2011 the following actions were taken:

By Motion and Order, approved the consent calendar items as published on the agenda:

- Approval of a three year incremental increase for Heather Leonard, Communications Specialist; Sheriff, Communications; Department 04D, Line 04, effective November 1, 2011.
- Approval to surplus equipment – Social Services.
- Approval of tuition aid to College of Southern Idaho for Trevor Case.
- Approval of tuition aid to College of Southern Idaho for Nathan Rathbun.

By Motion and Order, approved the closure of Latah County offices on Thursday, December 22, 2011 from 12 noon to 1:30 p.m. to allow those employees working that day to attend the annual County Employee Holiday Party to be held at the Latah County Fairgrounds. District Court and Sheriff's Office will remain open as required by law.

Approved, signed and filed a letter of invitation to vendors for a Health and Wellness Fair to be planned by the employee Wellness Planning Group with the assistance of Cody Grimm, a University of Idaho practicum student.

By Motion and Order, approved employee recognition for 5, 10, 15, 20, 25 and 40 years of service, with a certificate of appreciation and eight (8) hours of time added to December 2011 vacation: 5 years – Jason Alexander, Keith Ingalls, Garry Collie, Melody Meuschke, Mike Cavanagh, Travis Catt and Dan Crandall; 10 years – Michael Neelon, Scott Storrs, and Susan Egan; 15 years – Ron Vietmeier, Victoria Shortt, and Jerry Coleman; 20 years – John Norbeck; 25 years – Susan Ripley and Maureen Coleman; and 40 years – Terry Odenborg.

Approved, signed and filed an Extension of Personal Property Taxes for Amy Weber, Parcel Number MH23CT00043AA; will pay by April 2, 2012.

Approved, signed and filed an Extension of Personal Property Taxes for Robin Burns, Parcel Number MH26CT00008AA; will pay by or before April 15, 2012.

Approved, signed and filed an Extension of Personal Property Taxes for John Cook, Parcel Number MH22CT00009A; will pay on April 15, 2012.

Approved, signed and filed an Extension of Personal Property Taxes for Jessica Lynch, Parcel Number MH23CT00015BA.

Signed and filed a request for Homeowner's Exemption by Paula Butler Siddoway on behalf of Merle Butler, Parcel Number RPM0770019016AA; Assessor to prepare taxpayer adjustment.

By Motion and Order, approved the Chair's signature on the renewal of the County Extension Agreement between Latah County and the University of Idaho College of Agriculture and Life Sciences for fiscal year 2011-2012.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), (c) & (d), convened in executive session at 10:00 a.m. on December 5, 2011, to consider personnel matters, deliberate regarding an acquisition of an interest in real property and consider records that are exempt from public disclosure. Adjourned at 10:35 a.m.

By Motion and Order, approved and signed the Idaho Bureau of Homeland Security Application for Assistance for the 2011 Homeland Security Grant Program in the amount of \$82,144.90. Performance period for the grant is August 1, 2011 through July 31, 2013. Disaster Services Coordinator to be the grant administrator.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 1:36 p.m. on December 5, 2011, to consider personnel matters. Adjourned at 1:50 p.m.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 4:00 p.m. on December 5, 2011, to consider personnel matters. Adjourned at 4:48 p.m.

By Motion and Order, sitting as a Board of Equalization, closed as a Board of Equalization at 4:50 p.m. on Monday, December 5, 2011.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:10 a.m. on December 7, 2011, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:55 a.m.; two cases were approved and no cases were denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 10:55 a.m. on December 7, 2011, to consider personnel matters. Adjourned at 11:20 a.m.

Signed and filed 2012 Wellness Planning Group Master Plan and 2011 Wellness Events.

By Motion and Order, added the lower case "a" to Latah County Resolution 2011-32 Purge Social Services Records approved by the Board of Commissioners on November 28, 2011; due to clerical error the resolution number "32" was duplicated after previous Resolution 2011-32 transferring funds from Justice General Reserve 08-29 to Justice – Juvenile Probation Youth Services Fund 08-31 was approved by the Board of Commissioners on October 24, 2011.

Review and Approve Claims Report.

By Motion and Order, approved and signed a Contract between Latah County and Mike's Pole Barns LLC for the construction of a 24'X28'X10' pole building at Virgil Phillips Park in the amount of \$7,500 upon beginning of the project, and \$2,415 upon completion for a total of \$9,915.

Approved, signed and filed the Commissioners' Proceedings for the week of November 21, 2011.

Approved, signed and filed the Commissioners' Proceedings for the week of November 28, 2011.

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 Lichti
Deputy Clerk for the Board of Latah County Commissioners