

**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 19, 2011

- 9:00 AM Elected Officials and Department Heads Monthly Meeting
1. 2012 Wellness Master Plan Discussion – Wellness Planning Group
 2. Department Updates
 3. Items for Future Agenda
- 10:00 AM Civil Counsel
1. Executive Session – Personnel and Records Exempt from Public Disclosure
 2. Department Update
 3. Items for Future Agenda
- 11:00 AM Consent Calendar:
- (Being regularly considered by the BOCC, these items will be enacted by one motion unless requested by a Commissioner that one or more items be removed for separate discussion.)*
- Approve the Commissioners’ Proceedings for the week of December 12, 2011
 - File Separation From Employment for Anthony Dahlinger, Sheriff Patrol Deputy (December 9, 2011)
 - Approve incremental increases for: Travis Catt, Sheriff Patrol Corporal (4 year); Justin Anderson, Sheriff Patrol Deputy (3 year), and Richard Beal, Sheriff Detention Deputy (4 year)
 - File fully executed Sub-lease Agreement between Latah County and Gritman Medical Center for a 2 bedroom duplex
 - *Approve tuition aid to North Idaho College for Bonnie Shambaugh*
- Approve/Deny, Sign, and File
1. Consent Calendar Items Continued for Discussion and Decision
 2. Request to approve the renewal of a Retail Alcohol Beverage License for Mark G Deleve dba Third Street Market Place, 217 East Third Street, Moscow
 3. Request to sign a Professional Services Agreement between Latah County and Cynthia Schmiede for evaluating the work and progress of the Latah County Youth Advocacy Council
 4. Request for Taxpayer’s Adjustment on behalf of:
 - Anytime Fitness: Rick and Teresa Taylor, Parcel Number PPA260
 - Highline Capital & Anytime Fitness, Parcel Number PPA272
 5. Request for Extension of Personal Property Taxes by:
 - Lacey Sparks, Parcel Number MH07CT00026A
 - Richard Abrams, Parcel Number MHK1480020040A
 - *Kelly Cooley Sr., Parcel Number MH20CT04003A*
 - *Patrick Harrington, Parcel Number MH20CT00621AA*
 - *Richard Young, Parcel Number MH22CT00049AA*
 6. *Request to approve the recommendation of the Employee Benefits Committee regarding supplemental benefits*
 7. *Request to reappoint members to the Latah County Parks Board*
 8. *Request to reappoint members to the Latah County Zoning Commission*

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 19, 2011

9. Review and Approve Claims Report
- 1:30 PM ITS Regular Meeting
1. Phone and Utility Audit Update and Discussion
 2. Request to approve new Mirapoint email server
 3. Department Update
 4. Items for Future Agenda
- 2:00 PM Meeting with Rune Frossmo regarding taxes on Parcel Number RPT1570004001AA
- 3:00 PM *Request for tax cancellation by Charla Windley, Parcel Number RPM03000010040A*

WEDNESDAY, DECEMBER 21, 2011

- 9:00 AM Request for Indigent Funds
Meeting Place: US Federal Building, 220 East 5th Street, Moscow, Room 212
- 10:15 AM Requests for Extension of Personal Property Taxes (others as needed)
- *Chris Moulton, Parcel Number MH17CT00031A*
 - *Steven Prior, Parcel Number MH20CT03024A*
 - *Linda Baunach, Parcel Number MH24CT00105AA*
 - *Brenda Fisher, Parcel Number MH24CT00316A*
 - *Tammy Kilborn, Parcel Number MH01510012009AA*
 - *James Hendrix, Parcel Number MH01660013001CA*
 - *Anna Marie Hendrix, Parcel Number MH01660009011AA*
 - *Melissa Strunk, Parcel Number MH15CT00207AA*
- 10:30 AM Discussion to establish:
1. Precinct Boundary Changes
 2. Commissioner District Changes
- 11:15 AM BOCC Weekly Review
1. Committee and Meeting Reports
 2. Review and Approve Claims
 3. Items for Future Agenda
- Approve/Deny, Sign, and File*
1. *File Courthouse Security Committee Meeting Minutes dated November 18, 2011*
 2. *Request to approve the Courthouse Security Committee Recommendations dated November 18, 2011*
 3. *File Compensation Committee Meeting Minutes dated December 8, 2011*
 4. *Request to adopt Latah County Travel Expenses Request Form and subsequent Personnel Policy Handbook Change #27*
 5. *Request to approve the transfer of Vic Racicot from Certified Appraiser to Certified Appraiser II (January 1, 2012)*
 6. *Request to approve an incremental increase for Jerry Coleman, Senior Appraiser/Commercial (15 year)*
 7. ***Request to approve the hire of Alyssa Hartford, Ad Valorem Appraiser (January 4, 2012)***
 8. *Request to approve renewal of Retail Alcohol Beverage Licenses for:*
 - *WS Hospitality LLC dba The Alehouse, 226 W 6th St., Moscow*
 - *Wine Company of Moscow Inc dba Wine Company of Moscow, 113 E 3rd St., Moscow*

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF DECEMBER 19, 2011

- *S & M Distributing LLC dba Corner Club, 202 N Main St., Moscow*
 - 9. *Request to approve a Canine Retirement Contract between Latah County and Scott Luther*
 - 10. *Request to approve new Mirapoint email server*
- 11:45 AM *Executive Session – Personnel, Records Exempt from Public Disclosure and Communicate with Risk Manager/Insurer regarding Pending/Imminently Likely Claims*

OTHER MEETINGS

TUESDAY, DECEMBER 20, 2011

- 9:00 AM Region 2 Emergency Management Workshops, Room 2B, Courthouse
2:00 PM GIS Committee, Room 7B, Courthouse
5:30 PM Planning Commission, Room 2B, Courthouse

WEDNESDAY, DECEMBER 21, 2011

- 5:30 PM Zoning Commission, Room 2B, Courthouse

**Latah County Courthouse will be closed
Thursday, December 22, 2011
from Noon to 1:30 p.m.
for the annual employee holiday party
(Sheriff's Office and District Court
to be open as scheduled)**

12/20/2011 3:56 PM PROPOSED Amended Agenda