

**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, OCTOBER 22, 2012

- 9:00 AM Elected Officials and Department Heads Monthly Meeting
1. Motor Pool Budget Lines Discussion – Commissioner Barrett
 2. Handbook change (effective November 1) – Susan Petersen
 3. CitePay Discussion – Susan Petersen
 4. Beginning Tax Drive – Lois Reed
 5. Annual Employee Holiday Party Discussion
 6. Department Updates
 7. Items for Future Agenda

10:00 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.)

- Approval of incremental increases for: Adrienne Willems, Deputy Prosecutor (7 year); Gary Welch, Elections Deputy Clerk (5 year)
- Approval to surplus equipment – Parks and Recreation, District Court, *and Probation and Youth Services*

Approve/Deny, Sign, and File

1. Consent Calendar Items Continued for Discussion and Decision
2. Review and sign letter regarding personal property tax
3. Request for Indemnity Bonds for:
 - Annette Olson, in the amount of \$1,696.88
 - Gritman Medical Center, in the amount of \$36,427.51
4. Request to approve a Taxpayer’s Adjustment on behalf of Bank of America, Parcel Number MHB12600170030T
5. Request to approve the following second dwelling renewals:
 - Keith Wilson, Parcel Number RP40N03W012850A
 - Michelle Doty, Parcel Number RP30N01W218856A
6. Request to approve and sign a Bureau of Homeland Security Sub-Grant Award Document for the 2012 Emergency Management Performance Grant
7. Request to approve the renewal of an Equipment Service Contract with Integra Information Technologies for the Auditor’s Office
8. Request to adopt Resolutions for adjusting the 2011-2012 budget as follows:
 - 2012-26 – Reserving Funds for Fiscal Year 2012-2013 for Incomplete Improvements in Progress of Construction (\$11,000)
 - 2012-27 – Decrease Current Expense – Assessor, Salary – Deputies (\$12,390.56) and Increase Revaluation, Salary – Deputies (\$12,390.56)
 - 2012-28 – Decrease Current Expense – Assessor, Salary Deputies (\$3215.52) and Increase Current Expense – Motor Vehicle, Salary – Deputies (\$3,215.52)
 - 2012-29 – Transfer cash from Current Expense Fund 01-11 to 2008 State Homeland Security Fund (\$249.94); from 2009 Pre-Disaster Mitigation to Current Expense Fund (\$34.06); and from 2009 State Homeland Security to Current Expense Fund (\$134.95)

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF OCTOBER 22, 2012

- 2012-30 – Decrease Current Expense – Elections, Capital – Election Optical Scan (\$1,200); Increase Help America Vote Act, Capital – HAVA Equipment (\$1,200); and Transfer from Cash Fund Current Expense to Cash Fund Help America Vote Act (\$1,200)
 - 9. Request to approve the 3rd Amended L-1 Certificate of County Levies for Latah County
 - 10. Request to review Personnel Change Request for Keith Davis
 - 11. Request to approve the transfer of Jason Kilborn from Maintenance Tech II; BOCC, Building and Grounds; Department 05F, Line 03 to Maintenance Tech III; BOCC, Building and Grounds; Department 05F, Line 02, effective October 1, 2012
 - 12. File Compensation Committee Minutes dated September 7, 2012
 - 13. Request to approve the Compensation Committee Review and Recommendations dated September 7, 2012
 - 14. File Compensation Committee Minutes dated October 4, 2012
 - 15. Request to approve the Compensation Committee Review and Recommendations dated October 4, 2012
 - 16. Request to approve the reclassification of Thomas Idol, Veterans/ADA Coordinator; BOCC, Administration; Department 05A, Line 7, effective October 1, 2012
 - 17. Request to approve the transfer of Debbie Jacobs from Property Conveyance Technician; Assessor, Revaluation; Department 02A, Line 14 to Cartographer; Assessor, Revaluation; Department 02A, Line 09, effective October 15, 2012
 - 18. Request to adopt the 2012-2013 salary scales
 - 19. Request to approve a Solid Waste Exemption for Karla Smiley, Parcel Number MH39N05W167551A
 - 20. Review and Approve Claims Report
- 11:00 PM Wellness Planning Group Regular Meeting
1. Health & Wellness Fair Review
 2. Upcoming Events Discussion
 3. Items for Future Agenda

WEDNESDAY, OCTOBER 24, 2012

- 9:00 AM Request for Indigent Funds
Meeting Place: US Federal Building, 220 East 5th Street, Moscow, Room 221
- 10:15 AM Parks and Recreation Regular Meeting
1. Moscow Mountain Cedar Grove Update
 2. Department Update
 3. Items for Future Agenda
- 11:00 AM Presentation to Commissioners by Clearwater County Waterways Committee
- 1:30 PM Building and Grounds Regular Meeting
1. Renovations Update
 2. Fairgrounds Generator Update
 3. Fairgrounds Storage Addition Update
 4. Items for Future Agenda
- 2:00 PM** *Executive Session – Personnel*
- 2:30 PM** *Motor Pool Budget Discussion*

LATAH COUNTY COMMISSIONERS' AGENDA FOR THE WEEK OF OCTOBER 22, 2012

- 3:00 PM** BOCC Weekly Review
1. ***Request to approve a Membership Application to the Northwest Coalition for Human Rights***
 2. ***Request to review and amend Personnel Change Request for Keith Davis (continued from Monday)***
 3. ***Request to adopt the 2012-2013 salary scales (continued from Monday)***
 4. Committee and Meeting Reports
 5. Review and Approve Claims
 6. Items for Future Agenda

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.)

1. Approval of Commissioners' Proceedings for the week of October 15, 2012

OTHER MEETINGS

TUESDAY, OCTOBER 23, 2012

- 11:00 AM Nationwide Retirement, Room 2B, Courthouse
– 2:00 PM
3:30-5 PM Youth Services Study Table, Room 2B, Courthouse
5:30 PM Planning Commission, Room 2B, Courthouse

THURSDAY, OCTOBER 25, 2012

- 3:30-5 PM Youth Services Study Table, Room 2B, Courthouse
5:30 PM Adult MRT, Room 2B, Courthouse

FRIDAY, OCTOBER 26, 2012

- 1-3 PM Employee Flu Shot Clinic, Room 2B, Courthouse

FRIDAY, OCTOBER 26 – SUNDAY, OCTOBER 28, 2012

***Forest Plan Revision Collaboration Summit, Orofino – Commissioner McGraw
(Friday 7:00 – 9:00 p.m.; Saturday 7:30 a.m. – 6:00 p.m.; Sunday 9:00 a.m. – Noon)***

10/22/2012 1:39 PM Amended Agenda