

COMMISSIONERS' PROCEEDINGS
Week of October 22, 2012

Commissioners Jennifer Barrett, Tom S. Stroschein, and David McGraw met in regular session on Monday, October 22, 2012 and again on Wednesday, October 24, 2012 the following actions were taken:

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

- Approval of a 7 year incremental increase for Adrienne Willems, Deputy Prosecutor B, Prosecuting Attorney, Department 07, Line 04, effective October 1, 2012.
- Approval of a 5 year incremental increase for Gary Welch, Deputy Clerk, Elections; Elections; Department 01C, Line 03, effective October 1, 2012.
- Approval to surplus equipment – Parks and Recreation
- Approval to surplus equipment – District Court
- Approval to surplus equipment – Probation and Youth Services

Reviewed and signed letter to Senator Hill regarding potential personal property tax legislation being considered by the legislature.

Approved, signed and filed an Indemnity Bond in the amount of \$1,696.88 for Annette Olson.

Approved, signed and filed an Indemnity Bond in the amount of \$36,427.51 for Gritman Medical Center.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Bank of America, Parcel Number MHB12600170030T; cancellation in the amount 267.93 as are unable to collect.

By Motion and Order, pursuant to § 4.04 of the Latah County Land Use Ordinance, approved the temporary second renewal for Keith Wilson for the residence located at 1892 Highway 9, Deary, Parcel Number RP40N03W012850A. This renewal shall begin September 15, 2012 and expire on September 15, 2013.

By Motion and Order, pursuant to § 4.04 of the Latah County Land Use Ordinance, approved the temporary second renewal for Randy and Michelle Doty for the residence located at 3120 Park Road, Deary, Parcel Number RP30N01W218856A. This renewal shall begin August 20, 2012 and expires on August 20, 2013.

By Motion and Order, approved and signed an Idaho Bureau of Homeland Security Sub-Grant Award Documents for Latah County for the 2012 Emergency Management Performance Grant in the amount of \$28,538.01 with a 50% County match for the performance period of October 1, 2011 through August 30, 2013. Disaster Services Coordinator to be the grant administrator.

By Motion and Order, approved the Board's signature on renewal of Equipment Service Contract #9213 with Integra Information Technologies, Inc. in the amount of \$950.00, including parts, rollers, miscellaneous, starting November 13, 2012 and ending November 12, 2013; this is for the Microfilm scanner and Canon Roll Fiche Carrier 200 located in the Latah County Auditor's Office, Room 101.

Adopted, signed and filed Resolution 2012-26 Reserving County Funds for Fiscal Year 2012-2013 for Incomplete Improvements in Progress of Construction (\$11,000).

Adopted, signed and filed Resolution 2012-27 to Decrease the 01-02 Current Expense – Assessor Budget line 01-02-0402-0000, Salary – Deputies (\$12,390.56) and Increase the 20-00 Revaluation Budget line 20-00-0402-0000, Salary – Deputies (\$12,390.56).

Adopted, signed and filed Resolution 2012-28 to Decrease the 01-02 Current Expense – Assessor Budget line 01-02-0402-0000, Salary – Deputies (\$3,215.52) and Increase the 01-26 Current Expense – Motor Vehicle Budget line 01-26-0402-0000, Salary – Deputies (\$3,215.52).

Adopted, signed and filed Resolution 2012-29 to transfer cash from Current Expense Fund 01-11 to 2008 State Homeland Security Fund 257-00 (\$249.94) and transfer case from 2009 Pre-Disaster Mitigation to Current Expense Fund 263-00 (\$34.06); and 2009 State Homeland Security to Current Expense Fund 264-00 (\$134.95) to Current Expense Fund 01-00.

Adopted, signed and filed Resolution 2012-30 to Decrease Current Expense – Elections Budget line 01-15-0806-0010, Capital – Election Optical Scan (\$1,200) and Increase Help America Vote Act Budget line 229-00-0806-0009, Capital – HAVA Equipment (\$1,200).

Approved, signed and filed the 3rd Amended L-1 Certificate of County Levies for Latah County.

Approved, signed and filed 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.

Signed and filed Compensation Committee Minutes dated September 7, 2012.

Approved, signed and filed the Compensation Committee Review and Recommendations dated September 7, 2012; Disaster Services Coordinator, Noxious Weed Control Superintendent, and Motorpool Supervisor - Mechanic II with changes in working only.

Signed and filed Compensation Committee Minutes dated October 4, 2012.

Approved, signed and filed the Compensation Committee Review and Recommendations dated October 4, 2012; Veterans Services Officer/ADA Coordinator with changes to points and grade; Cartographer with changes in wording only.

Approved, signed and filed the reclassification of Thomas Idol, Veterans/ADA Coordinator; BOCC, Administration; Department 05A, Line 07, from AO5 to DH2, effective October 1, 2012.

Approved, signed and filed 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.

Approved, signed and filed a Solid Waste Exemption for Karla Smiley, Parcel Number MH39N05W167551A; cancellation in the amount \$44.00 for Oct. – Dec. as she has moved.

Reviewed and approved Claims Report.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:00 a.m. on October 24, 2012, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:17 a.m.; one case was approved and no cases were denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (a)&(b), convened in executive session at 2:14 p.m. on October 24, 2012, to consider personnel matters. Adjourned at 2:45 p.m.

Approved, signed and filed a Membership Application to the Northwest Coalition for Human Rights.

Approved, signed and filed a correction to the Personnel Change Request Form for the transfer of Keith Davis to Deputy; Sheriff, Investigations; Department 04C, Line 04, effective October 1, 2011 for retroactive pay to be paid out of the current 2012-2013 budget.

By Motion and Order, adopted the 2012-2013 salary scales (Administrative Office – AO; Public Safety – PS; Department Head – DH; and Prosecuting Attorney – PA) which reflect a 0% increase to the midpoint of the scale, effective October 1, 2012.

Reviewed and approved Claims Reports.

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 Egan
Deputy Clerk for the Board of Latah County Commissioners