

**COMMISSIONERS' PROCEEDINGS**  
**Week of December 3, 2012**

Commissioners Jennifer Barrett, Tom S. Stroschein, and David McGraw met in regular session on Monday, December 3, 2012 and again on Wednesday, December 5, 2012 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 November 26, 2012;
- Approval to hire Elizabeth Wolfe, Clerical Assistant, County Extension Office, Department 09, Line 04, effective November 21, 2012;
- Filed Idaho Community Development Block Grant Award Letter for the Troy/Genesee Culvert Replacement Project;
- Filed fully executed Revised Memorandum of Understanding Chip Gilliam Memorial Fund between Latah County, Latah County Fair Board and Janet Gilliam;
- Filed Notice of Hearing before the Idaho Board of Tax Appeals in the matter of the appeal of Eckhardt Properties, LLC from the decision of the Board of Equalization of Latah County for tax year 2012 for Parcel Number RPM04970050210A.
- Approval of tuition aid for Lindia Elting (Trana) (College of Southern Idaho).
- Filed letter dated November 27, 2012 regarding cancellation of State of Idaho lease M4011 effective December 31, 2012.

By Motion and Order, approved the closure of Latah County offices on Thursday, December 13, 2012 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 change of status for Vicky MacArthur from Full-time Regular to Part-time Irregular, Social Services Director, Social Services, Department 01D, Line 02, effective January 1, 2013.

By Motion and Order, approved and signed the renewal contract for Workers Compensation and Employees Liability Insurance Policy Number 21820 between Idaho State Insurance Fund and Latah County for a period beginning on January 1, 2013 to January 1, 2014 for an estimated annual premium in the amount of \$105,262.00.

By Motion and Order, approved and signed the 1<sup>st</sup> Amendment to Addendum C and Addendum E to the Service Level Agreement for Electronic Transaction and Access to Latah County Assessor for PayPort credit/debit card transactions and Online Vehicle

Registration Renewal for the Department of Motor Vehicles (DMV) office between Latah County and Idaho Information Consortium, LLC. Said Amendment changes the Portal Administration Fee to 3% of the transaction subtotal + \$1.00 to be assessed to the user to be effective January 1, 2013. There is no cost to the County for this service.

Approved, signed and filed a Taxpayer's Adjustment on behalf of George & Gleanne Wray, Parcel Number LRM00000094888A; cancellation in the amount \$1,507.33 for erroneously removed Homeowner's Exemption.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Leonard Labine, Parcel Number RPM07650040490; cancellation in the amount of \$1,507.33 for erroneously removed Homeowner's Exemption.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Lazer Heating, Parcel Number PPL241; cancellation in the amount of \$50.56 as the property is a warehouse.

Approved, signed and filed a Taxpayer's Adjustment on behalf of Carolyn McCoy, Parcel Number LRM00000094872A; cancellation in the amount of \$1,507.33 for Homeowner's Exemption for 2012.

Signed and filed 2012 Statewide Average Urban Tax Rates as received from the State Tax Commission.

Approved, signed and filed an Extension of Personal Property Taxes by Penny Smith and Jeff Weber, Parcel Number MH23CT00048BA; will pay by April 15, 2013.

Approved, signed and filed an Extension of Personal Property Taxes by Marilyn MacFarlane, Parcel Number MH20CT00002A & MH20CT00012A; will pay by April 15, 2013.

Approved, signed and filed an Extension of Personal Property Taxes by Tina Lemper, Parcel Number MH01500014003AA; will pay by April 15, 2013.

Approved, signed and filed an Extension of Personal Property Taxes by Robin Burns, Parcel Number MH26CT00008AA; will pay by April 15, 2013.

Approved, signed and filed an Extension of Personal Property Taxes by Lloyd & Judith Wilson, Parcel Number MH06CT00026BA; will pay by April 15, 2013.

Approved, signed and filed a Solid Waste Exemption on behalf of Bobby Daigle, Parcel Number RP39N03W300452A; refund in the amount of \$21.45 as individual has moved and paid the fee for all of 2012.

By Motion and Order, approved the Chair's signature on the USDA Forest Service Modification of Grant or Agreement, Modification Number 4 to Agreement number 09-CS-11010500-004 between Latah County and Clearwater National Forest for changes to the Annual Operating Plan and Financial Plan for FY2013 for Grooming of Trails/Snowmobile Area #29.

By Motion and Order, appointed the following members of the Snowmobile Advisory Committee for a one-year term to expire December 31, 2013: Larry McMillan, Rich Morrison, Gene Riggs, Jim Peters, Vernon Gregg, Tim Clyde, and Arlin Widman. Further, the Board also appoints the following as ex-officio members: Adam McClory, Wayne Lynn, and Tanya Delphus.

By Motion and Order, reappointed Nora Locken to the Latah County Parks and Recreation Board for a term to expire on December 31, 2013.

By Motion and Order, reappointed Barbara Coyner to position #1 on the Latah County Historic Preservation Commission for a term to expire on December 31, 2015.

Signed and filed Courthouse Security Committee Meeting Minutes dated November 29, 2012.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 11:10 a.m. on December 3, 2012, to discuss records that are exempt from public disclosure. Adjourned at 11:50 a.m.

Approved, signed and filed LEVEL Club Rewards Program awards for 2012 to be announced at the annual employee holiday party.

Reviewed and approved claims report.

By Motion and Order, closed as a Board of Equalization at 2:35 p.m. on Monday, December 3, 2012.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 9:00 a.m. on December 5, 2012, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 9:10 a.m.; no cases were approved or denied.

By Motion and Order, pursuant to Idaho Code 67-2345 (1) (d), convened in executive session at 10:20 a.m. on December 5, 2012, to discuss records that are exempt from public disclosure. Adjourned at 10:50 a.m.

Approved, signed and filed an Application for Hardship, Parcel Number RP41N05W131803A; waive penalties and interest only for 2009 and establish payment plan for 2010 taxes.

Approved, signed and filed a building permit fee waiver for Moscow Rural Fire District for the pump house and fire hydrant at Sky View Estates.

Reviewed and approved Claims Report.

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 Egan  
Deputy Clerk for the Board of Latah County Commissioners