

**COMMISSIONERS' PROCEEDINGS**  
**Week of May 23, 2016**

Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met in regular session on Monday, May 23, 2016 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 May 16, 2016.
- Filed letter from Idaho Department of Juvenile Corrections dated May 11, 2016 regarding the Region I Juvenile Detention Center inspection conducted on May 20, 2015.
- Approval of a 6 month incremental increase for Kiri Alldredge, Detention Deputy; Sheriff, Detention; Department 04E, Line 08, effective March 1, 2016.
- Approval of a 6 month incremental increase for Lucas Southern, Detention Deputy; Sheriff, Detention; Department 04E, Line 10, effective April 1, 2016.
- Approval of a 6 month incremental increase for Gabriel Wright, Maintenance Worker; BOCC, Parks and Recreation; Department 05G, Line 02, effective May 1, 2016.
- Approval to surplus equipment – ITS.

By Motion and Order, approved the request for a renewal of a Temporary Second Dwelling, pursuant to § 4.04 of the Latah County Land Use Ordinance, for Brian and Wilma Worden for the residence located at 1151 Queener Lane, Princeton on parcel # RP41N03W324202A. This renewal is for one year, beginning May 15, 2016 and ending May 15, 2017.

By Motion and Order, approved and signed a License Agreement between Latah County and Intermountain Multiple Listing Service, Inc. (IMLS) for the exchange of IMLS Sold Data Information for County Assessment Data as outlined to be effective for a period of five years.

Signed and filed Compensation Committee Minutes dated May 12, 2016.

Approved, signed and filed the Compensation Committee Review and Recommendations dated May 12, 2016. Approved Planning and Building descriptions (Building Official, Building Inspector/Plan Examiner), and Veterans Services descriptions (Manager Veterans Services/ADA Coordinator, Veterans Services Officer). Continued item #2 – adding step increases to AO and PS scales.

Signed and filed Compensation Committee Minutes dated April 29, 2016.

Approved, signed and filed the Compensation Committee Review and Recommendations dated April 29, 2016. Approved Planning and Building description

(Technical & Administrative Specialist, effective October 1, 2016). Continued remaining item #1 job descriptions (Sheriff's Office) and item #2 – changes to PS scale.

By Motion and Order, approved and signed the Latah County Parks and Recreation Volunteer Camp Host Agreement between Latah County and Richard Bishop for services as Camp Host for Moose Creek Camp Ground for the 2016 season. As reimbursement for expenses, Latah County will pay the Camp Host the amount of \$28.00 per day. Camp Host services will be performed from June 1, 2016 through September 30, 2016.

By Motion and Order, approved and signed a letter dated April 27, 2016 for the extension of the Food Services Agreement at the Latah County Jail between Latah County and ABL Management Inc., which reflects a rate increase of 3% (as outlined) based on Inmate Population effective October 1, 2016 through September 30, 2017.

By Motion and Order, ratified the Chair's signature on a Representation and Governance Letter dated May 2, 2016 from Hayden Ross, PLLC for the audit of the financial statements of Latah County for the year ended September 31, 2015.

Reviewed and Approved Claims Report.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b) & (d), convened in executive session at 10:02 a.m. on May 23, 2016, to consider personnel and records exempt from public disclosure; attorney-client communication, personnel issue. Adjourned at 10:45 a.m.

By Motion and Order, approved the Audited Financial Statements for the Year Ended September 30, 2015 as prepared by Hayden & Ross, P.A., Certified Public Accountants, Moscow, Idaho.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 1:20 p.m. on May 23, 2016, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 1:40 p.m.; no cases were approved or denied.

By Motion and Order, having published an Advertisement for Bids for Latah County Almon Street Offices on May 7, 2016 and May 14, 2016, opened and publicly read said bids on May 23, 2016 and accepted the proposal from Quality Contractors LLC for the parking project as described in the plans, specification and bidding materials in an amount not to exceed \$117,000. The Board shall execute whatever documents necessary to implement the contract and bid award, contingent on proper budget adjustment and appropriation of funds (as stated in the Advertisement for Bids).

Signed and filed Water Right Application by Randy Charlton to Idaho Department of Water Resources; no action taken.

Approved, signed and filed a request for letter of support by Upriver Ambulance for inclusion in a grant application.

Approved, signed, and filed a request to hire Matthew Babb, Maintenance Worker; BOCC, Parks and Recreation; Department 05G, Line 06, effective May 23, 2016.

By Motion and Order, sitting as the County Board of Canvassers, having canvassed the returns, certified the results of the Primary and School District Bond/Levy Elections held on May 17, 2016 as presented by the County Clerk, Henrienne K. Westberg, and as per attached: Primary Election for Federal, State, and County Candidates; (Potlatch)

School District No. 285 Special General Obligation Bond Election; Troy School District No. 287 Supplemental Levy Election; and Whitepine Joint School District No. 288 Supplemental Levy Election {Joint with Clearwater County}.

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).

Henrienne K. Westberg  
Clerk/Auditor/Recorder

By: Kara Egan  
Deputy Clerk for the Board of Latah County Commissioners