

COMMISSIONERS' PROCEEDINGS
Week of May 30, 2016

Commissioners Richard Walser, David McGraw, and Thomas C. Lamar met in regular session on Tuesday, May 31, 2016 and again on Wednesday, June 1, 2016 the following actions were taken:

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b), convened in executive session at 10:50 a.m. on May 31, 2016, to consider personnel matters; exit interview. Adjourned at 11:05 a.m.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (d), convened in executive session at 9:50 a.m. on June 1, 2016, to discuss records that are exempt from public disclosure, Indigent. Adjourned at 10:10 a.m.; no cases were approved or denied.

By Motion and Order, pursuant to Idaho Code 74-206 (1) (a)&(b) & (d), convened in executive session at 10:12 a.m. on June 1, 2016, to consider personnel and records exempt from public disclosure; attorney-client communication, personnel issue. Adjourned at 10:50 a.m.

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

- Approval of the Commissioners' Proceedings for the week of May 23, 2016.
- Approval of a 1 year incremental increase for Gabriel Wright, Maintenance Worker; BOCC, Parks and Recreation; Department 05G, Line 02, effective June 1, 2016.
- Approval of a 1 year incremental increase for Paul Kilborn, Maintenance Worker; BOCC, Parks and Recreation; Department 05G, Line 04, effective June 1, 2016.
- Filed Separation From Employment for Joshua Roeper, Communications Specialist; Sheriff, Communications; Department 04D, Line 08, effective May 20, 2016.
- Filed Separation From Employment for Thomas Idol, Veterans Service Officer/ADA Coordinator; BOCC, Administration; Department 05A, Line 07, effective May 27, 2016.
- Approval to hire Kevin Christopher, Housekeeper; BOCC, Fairgrounds; Department 05D, Line 05, effective May 25, 2016.
- Approval to hire Thomas Idol, Part-time Irregular, Veterans Service Officer/ADA Coordinator; BOCC, Administration; Department 05A, Line 07, effective May 31, 2016.
- Approval of a change in pay grade for Marshall Comstock, Building Inspector/Plans Examiner, Planning and Building, Department 10, Line 08 from AO11 to AO13, effective June 1, 2016.

- Approval to surplus equipment – Auditor.
- Approval to surplus equipment – Social Services.

By Motion and Order, approved and signed a Release of Interest for one 2001 Jeep Cherokee (VIN#1J4FF48S71L533480).

By Motion and Order, approved and signed a Joint Powers Agreement and Establishment of Trust to establish the Idaho VEBA Group pursuant to Idaho Code 23-67 between Latah County, Kootenai Health, and North Idaho College as the initial members; effective upon signature of all parties.

By Motion and Order, approved and signed an Irrevocable Trust Agreement for the Idaho VEBA Group on behalf of Latah County for the purpose of providing health care benefits to employee and their families by creating a fund to receive contributions of members and make payment of, or with respect to, health care service costs of participants and beneficiaries from those contributions as outlined and detail in said Agreement; effective upon execution by all Trustees.

By Motion and Order, approved and signed a Second Amendment to the Agreement for Food Services 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, approved the following amendments to the Latah County Personnel Policy Handbook: 1) Update Section 7.4.8 (Military Leave) to add the following language to the end of the section: “Although employees will not be paid by the County for such leave of absence at their regular rate, employees may use accrued compensatory time-off and vacation leave in accordance with the Compensatory Time Policy outlined in Section 7.3.4 and 7.4.2 of this Handbook.”; 2) Appendix A – Correct position titles to correspond with the official title as listed on the job description; 3) Appendix B – Correct position titles to correspond with the official title as listed on the job description; 4) Appendix D – update Section 2.1 (Eligibility Increments) to reflect that the PA & DH scales are included on the same increment schedule as the AO scale. Also update both schedules to reflect the addition of one more step that went into effect October 1, 2015; 5) Appendix N – update the contact department for management of outside keys from County Clerk to ITS Department, and change page format to match the rest of the handbook with no other change to content.

Reviewed and approved Claims Report.

Approved, signed and filed a request for letter of support for the Viola Community Center for inclusion in a grant application.

Signed and filed budget presentation information – Disaster Services Department; no action taken at this time.

Signed and filed budget presentation information – ITS Department; no action taken at this time.

Signed and filed budget presentation information – Assessor’s Office; no action taken at this time.

Signed and filed budget presentation information – Extension Office; no action taken at this time.

Signed and filed budget presentation information – Museum Department; no action taken at this time.

Signed and filed budget presentation information – Noxious Weeds Department; no action taken at this time.

By Motion and Order, determined to not hold a public hearing and accepted the recommendation of approval by the Latah County Zoning Commission for the Greenwalt Rezone (RZ 982) to rezone an 11-acre portion of a 56 acre parcel from Agriculture/Forest (AF) to Rural Residential (RR), Parcel Number RP39N05W138410A.

By Motion and Order, determined to not hold a public hearing and accepted the recommendation of approval by the City of Moscow Planning and Zoning Commission for the Germer Rezone (RZ 980) to rezone 20,500 square foot area of land located at 2710 Highway 95 within the Area of City Impact of the City of Moscow Agriculture/Forest to Motor Business.

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