

The Board of Commissioners met at the District office located at 3890 NW 1st Avenue, New Plymouth Idaho for their Regular Board Meeting. Present were Commissioner's Dave Levanger, Kathy Boone, Ryan Henggeler, Director of Highways Tim Hinson and Clerk Wendy Adamsen. At 4:10 P.M. the meeting was called to order by Chairman Dave Levanger.

The Commissioners received a copy of the minutes from the July 14, 2020 Regular Board meeting; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$279.15 after the August 11, 2020 bills are paid and the transfer from LGIP, the August 11, 2020 bills totaled \$87,422.42. The balance at the LGIP will be \$524,735.88 after the transfer to First Interstate Bank checking in the amount of \$87,200.00. The balance at Idaho Central Credit Union savings is \$25.00 and the CD balance is \$107,293.27. The total road and bridge fund balance is \$632,333.30.

F2021 Budget:

Revenue was discussed, the Clerk stated that we are estimated to receive 6.28% more in property taxes next year, she also stated that with having our money with the LGIP it has increased our interest on investments considerably so it would be safe to budget \$9,000.00 for next year. The Clerk then informed the Board that our hwy user revenue was down about 19% this last quarter but even though our total revenue for the year was only down 3.8% she recommended that we budget at least 10% less than this year; it is just hard to predict what will happen in the next few quarters because the situation with the COVID-19 is unprecedented. The Clerk then presented spreadsheets showing the estimated expenses left to pay this year as well as the estimated revenue left to be received which would give us an estimated available carry over of \$142,715.51; after some discussion it was decided to carry over \$140,000.00. The Clerk then stated that the sales tax revenue is yet to be determined if we will be receiving the full \$40,000.00 this year so she recommended to the Board that we should only budget \$37,000.00 for next year, Ryan thought that we should only budget \$35,000.00 but it was the decision of the Board to go with \$37,000.00. The Clerk then stated that we will be receiving \$50,000.00 in grant money but that needs to go into road materials which is the account used to pay our engineers out of and that our match of \$2,500.00 will come out of there as well. With no other big changes in the revenue budget, the total budget for F2021 will be \$1,776,401.00 which is a decrease of 11.48% under this year.

Raises were then discussed, after considerable consideration Kathy motioned to give the employees a 2% raise, Ryan seconded the motion and it was carried. The Clerk informed the Board that our hand-held radios are beginning to fail so we need to budget approximately \$3,000.00 for 6 new ones, after some discussion it was decided to add \$3,000.00 to the technology budget to cover the cost of the new radios. The Clerk suggested that we could decrease the dues and convention expense due to the convention being canceled this November to only cover the cost of dues. The road materials budget will be 32.48% less than this years mostly due to the decrease in revenue and because \$200,000.00 of this years budget came from a grant we received that was added into this year's budget.

Other expense accounts were then discussed; the accounts with significant changes were snow removal with a 33.33% increase, schools and seminars with a decrease of 28.57%, employee health insurance with an increase of 13.99% and the City of Fruitland with an increase of 27.91%.

Ryan then motioned to accept the following F2021 budget and Kathy seconded the motion and therefore, the proposed budget will be printed in the Argus Observer newspaper on August 19th and 26th, 2020 and the budget hearing will be held at 5:00 pm on August 27, 2020.

	<u>F2020</u>	<u>Proposed F2021</u>
Revenue:		
Carry Over	\$400,000.00	\$140,000.00
County Taxes	809,923.00	860,747.00
Motor Users	730,000.00	657,000.00
Penalty & Interest	4,700.00	4,700.00
Ag Equipment Replacement	10,086.00	10,086.00
Sales Tax	40,000.00	37,000.00
Interest	4,200.00	9,000.00
Personal Property	7,868.00	7,868.00
Other	0.00	0.00
Grant Money	0.00	50,000.00
Sale of Capital Assets	0.00	0.00
Total Estimated Revenue	\$2,006,777.00	\$1,776,401.00
Expenditures:		
Bridge & Culvert	\$35,000.00	\$35,000.00
Labor	462,690.00	465,593.00
Road Materials	818,888.00	552,933.00
Weed & Pest Control	50,000.00	49,795.00
Commissioner Salary	7,000.00	7,000.00
Gravel	75,000.00	75,000.00
Commissioner Mileage	750.00	750.00
Equipment Maintenance	90,000.00	90,000.00
Office & Elections	9,000.00	9,000.00
Gravel Plant Maintenance	400.00	400.00
Snow Removal	15,000.00	20,000.00
Traffic Services	20,000.00	20,000.00
Gasoline & Oil	37,000.00	37,000.00
Safety & Drug Testing	2,500.00	2,500.00
Shop Maintenance	15,000.00	15,000.00
Dues & Convention	10,500.00	4,000.00
Insurance	38,900.00	38,700.00
Schools & Seminars	3,500.00	2,500.00
Legal & Accounting	7,000.00	7,000.00
FICA	35,747.00	35,969.00
Employee Life Insurance	0.00	1,800.00
Employee Retirement	54,217.00	55,215.00
Employee Health Insurance	90,771.00	103,470.00
Capital Outlay	65,000.00	65,000.00
Technology	2,500.00	5,500.00
City of Fruitland	60,414.00	77,276.00
Total Estimated Expenditures	\$2,006,777.00	\$1,776,401.00

New Business:

- 1) The Clerk informed the Board that Wild West Seed has applied for a property tax exemption of 75% for five years with the County Commissioners.
- 2) Tim stated that he has purchased a new dry van and therefore doesn't need two old containers and that Kyle would like to purchase them. After some discussion it was decided that Tim could sale them to Kyle for the scrap metal price.

Old Business:

- 1) The speed on NW 1st between Hwy 95 and Whitley was discussed and it was decided that at this time there will be no changes to the speed limit.
- 2) Tim informed the Board that he spoke with Mr. Sideroff regarding the agreement the District had drawn up to allow him to farm 40' of the District right-of-way on SW 3rd, Mr. Sideroff informed Tim that his attorney has advised him not to sign the agreement therefore it was the decision of the Board that Mr. Sideroff will not be allowed to farm in our right-of-way and that we will continue to maintain it ourselves.

Clerks Report:

- 1) The Clerk informed the Board that with Independent-Enterprise shutting down that we need an official newspaper of record; Kathy motioned to make the Argus Observer the District's official newspaper of record and Ryan seconded the motion and it was carried.
- 2) The Clerk asked the Board if they would like to have the employee lunch again this year, after some discussion it was decided that instead of going out that the Clerk would bring in pizza for the employee's sometime in September whatever works best for Tim's schedule.

Director of Highways Report:

- 1) Tim informed the Board that he received a letter from ITD with the LRI Program regarding the inspection they did for field checks of new improved roads in our District and that all of the roads they inspected met standard improved road as defined by Idaho code.
- 2) Tim informed the Board that he will be doing a 2" overlay on Adams Road from NW 1st to NW 2nd and Hwy 30 to 3rd; this will finish out Adams Road for overlays and the estimated cost is \$230,625.00.
- 3) Tim informed the Board that they have been fog coating all of the roads we chip sealed this year, he will also fog coat the City of New Plymouth's chip sealed roads for them and then bill them for the cost.
- 4) Tim informed the Board that he has purchased \$6,100.00 worth of tires this year for the new sand truck, steer tires for D012 and D008 and tires for both D004 and D002 pickups.
- 5) Tim informed the Board that the chip sealing went well this year but that he's not convinced that they distributor is accurate of the rate of oil that is being put out so he is going to get it calibrated by a professional and if this doesn't work he will be hiring a distributor in the future that will add about \$1,800.00 per day to his costs.
- 6) Tim informed the Board that after they are done fog coating that the crew will continue putting on shoulders and then hauling in gravel; he also stated that he will be traveling to Aberdeen to pick up the new dry van.

The following claims have been reviewed and approved: