

The Board of Commissioners met at the District office located at 3890 NW 1<sup>st</sup> Avenue, New Plymouth Idaho for their Regular Board Meeting. Present were Commissioner's Dave Levanger, Kathy Boone, and Ryan Henggeler via speaker phone, Director of Highways Tim Hinson and Clerk Wendy Adamsen; also present was private citizen Ben Nelson, County engineer Mike Davis and Matt Voile department head of Payette County Noxious Weed and Gopher Control. At 4:00 P.M. the meeting was called to order by Chairman Dave Levanger.

The Commissioners received a copy of the minutes from the July 13, 2021 Regular Board meeting; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$1,930.79 after the August 10, 2021 bills are paid and the transfer from LGIP; the August 10, 2021 bills totaled \$50,616.36. The balance at the LGIP will be \$1,112,317.48 after the transfer in the amount of \$51,600.00 to First Interstate checking. The balance at Idaho Central Credit Union savings is \$25.00 and the CD balance is \$109,971.88. The total road and bridge fund balance is \$1,224,245.15. The Clerk informed the Board that Atlanta Exploration sent the check for \$153.00 to extend the oil and gas lease.

#### F2022 Budget:

Revenue was discussed, the Clerk stated that she estimates that we will have an available carryover in the amount of \$414,974.99 and asked the Board how much of that they would like to use. After some discussion, it was the decision to earmark \$150,000.00 of that to purchase a new chip spreader with the County in F2023. The Clerk then stated that IAHD sent out a spreadsheet with the estimated additional revenue for sales tax that comes with HB362, the District's share is estimated to be an additional \$39,016.00 which would give us a budget of \$79,000.00 for next year. The Clerk then stated that with the interest rates going down, she recommends that we lower our interest earned budget to \$4,000.00; after doing the calculations, she estimates that we will get an additional 6.98% in property tax; she also stated that she estimated incorrectly last year that the hwy user would go down so she recommends that we increase our budget to \$757,000.00 and with no other significant changes our total revenue is estimated to be \$2,051,773.00.

Raises were then discussed, after considerable consideration, Kathy motioned to give the employee's a 3% raise, Ryan seconded the motion and it was carried. The Clerk then stated that after doing some calculation we will need to raise the convention and dues to \$11,000.00 to cover the cost of the conference this year.

Other expense accounts were then discussed; the accounts with significant charges were road materials with a 57.26% increase, gravel plant maintenance and snow removal with a 25% increase and the city split with a 37.88% decrease.

Mr. Voile presented his proposal for the F2022 weed and gopher contract, he discussed with the Board some changes that he would recommend we could consider changing from using different chemicals as well as the frequency. After careful consideration, Kathy moved to use Payette County Noxious Weed and Gopher Control for our F2022 weed and gopher contract, Ryan seconded the motion and it was carried.

The Clerk presented the agreement with Zwygart John for our F2021 audit, it will cost \$200.00 more than last year; it was accepted and signed by Chairman Dave Levanger.

Ryan then motioned to accept the following F2022 budget and Kathy seconded the motion and therefore, the proposed budget will be printed in the Argus Observer newspaper on August 18<sup>th</sup> and 25<sup>th</sup>, 2021 and the budget hearing will be held at 5:00 pm on August 26, 2021.

	<u>F2021</u>	<u>Proposed F2022</u>
Revenue:		
Carry Over	\$140,000.00	\$267,000.00
Payette County Taxes	860,747.00	920,819.00
Motor Users	657,000.00	757,000.00
Penalty & Interest	4,700.00	6,000.00
Ag Equipment Replacement	10,086.00	10,086.00
Sales Tax	37,000.00	79,000.00
Interest	9,000.00	4,000.00
Personal Property	7,868.00	7,868.00
Other	0.00	0.00
Grant Money	50,000.00	0.00
Sale of Capital Assets	0.00	0.00
Total Estimated Revenue	1,776,401.00	2,051,773.00
Estimated Expenditures:		
Bridge & Culvert	35,000.00	35,000.00
Labor	465,593.00	447,229.00
Road Materials	552,933.00	869,547.00
Weed & Pest Control	49,795.00	49,795.00
Commissioners Salary	7,000.00	7,000.00
Equipment Maintenance	90,000.00	90,000.00
Office & Election	9,000.00	9,000.00
Gravel Plant Maintenance	400.00	500.00
Snow Removal	20,000.00	25,000.00
Traffic Services	20,000.00	20,000.00
Gasoline & Oil	37,000.00	40,000.00
Safety & Drug Testing	2,500.00	2,500.00
Shop Maintenance	15,000.00	15,000.00
Dues & Convention	4,000.00	11,000.00
Insurance	38,700.00	35,700.00
Schools & Seminars	2,500.00	2,500.00
Legal & Accounting	7,000.00	7,000.00
FICA	35,969.00	34,551.00
Employee Life Insurance	1,800.00	1,800.00
Employee Retirement	55,215.00	53,032.00
Employee Health Insurance	103,470.00	101,369.00
Capital Outlay	65,000.00	65,000.00
Technology	5,500.00	5,500.00
City of Fruitland	77,276.00	48,000.00
Total Estimated Expenditures	1,776,401.00	2,051,773.00

New Business:

- 1) Mr. Davis presented the Board with both a view of the proposed business and right-of-way easements that Mr. Nelson would like to build on the South end of Auto Drive. Mr. Davis informed the Board that he had informed Mr. Nelson at the technical review meeting that he will be required to build half the road in front of his property because it's a planned road, he went on to say that if and when other properties are developed they too will be required to build their half of the road; this is a requirement of the District's and Counties road standards that will need to be met before Mr. Nelson can get an occupancy permit. Mr. Nelson is asking the Board to wave this requirement of him building this road because he already has access of Auto Drive for his property. Mr. Nelson stated that he surveyed out of the property, he doesn't feel that building this half of road will benefit him and also stated that Mr. Hannigan, who owns the other property, informed him that he would build the road if he should ever develop it; lastly, he stated that he is not a big company and can't really afford to build this road. Mr. Davis stated that it is the responsibility of the developer to build the road in front of their property otherwise it will be at the cost of the Highway District to build the road in the future. After some further discussion it was the decision of the Board to table this matter in order to bring our attorney in on this discussion and potentially write up an agreement to defer the building of the road until further development occurs.

#### Old Business:

- 1) The Clerk presented Resolution 2021-5 for the adoption of the Juneteenth Federal holiday, the Board stated that they would like this matter tabled until the February 2022 meeting.
- 2) Tim stated that he has not been able to meet with Jim Ashley and Mike Davis to discuss the road standards at this time; therefore this matter will be tabled until more information is available.

#### Clerks Report:

- 1) The Clerk asked the Board if they would like to hold the employee lunch this year, after some discussion it was decided to have it on August 19<sup>th</sup> at 11:30 am at Idaho Pizza.
- 2) The Clerk stated that she will need to know now who will be attending the conference and if their spouses will be attending so that she can get them registered with IAHD. Ryan and Kathy both stated that they will be attending and Dave stated that he would get back to her tomorrow.

#### Director of Highways Report:

- 1) Tim informed the Board that the chip sealing and fog coating are done, the overlays should be done this week and the crew will get the shoulder work done as well as the grader patching; equipment maintenance is being done as needed.

The following claims have been reviewed and approved: