

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, Eric York via speaker phone and Ryan Henggeler, Director of Highways Tim Hinson and Clerk Wendy Adamsen. At 4:00 P.M. the meeting was called to order by Chairman David Levanger.

The Commissioners received a copy of the minutes from the November 14, 2023 regular Board meeting; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$624.90 after the transfer from the LGIP and the December 12, 2023 bills are paid; the December 12, 2023 bills totaled \$33,010.80. The balance at the LGIP will be \$716,560.61 after the transfer to the First Interstate checking in the amount of \$32,500.00. The balance at Idaho Central Credit Union savings is \$25.00. The total road and bridge fund balance is \$717,210.51.

New Business:

- 1) The Clerk presented the personnel policy that had the change to the sick time bank; Eric moved to adopt the policy, Ryan seconded the motion and it was carried.
- 2) The Clerk presented and read in full Resolution 2024-1 for destruction of records, the Board then approved and signed the resolution.

Old Business:

- 1) There was no old business to discuss at this time.

Clerks Report:

- 1) The Clerk asked the Board and Tim if they would like to attend the capitol for a day in January; after some discussion that we wouldn't be sending anyone this year.
- 2) The Clerk informed the Board that QuickBooks once again was raising their prices not only for the payroll subscription but also for the cost of direct deposits and the subscription to QuickBooks that will be coming due in February. Therefore, the Clerk made the decision to combine the two subscriptions with a 20% discount for this year and there will be no more direct deposit fees which will save us money over all for the remainder of this year and next year; she also stated that QuickBooks also refunded us for the remaining two subscriptions.

Director of Highways Report:

- 1) Tim stated that the crew has been working on equipment maintenance and lots of sign work beings the kids have been hitting our stop signs pretty hard all over the District.

The following claims have been reviewed and approved: