

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, Director of Highways Tim Hinson and Clerk Wendy Adamsen. At 3:05 P.M. the meeting was called to order by Chairman Dave Levanger.

The Commissioners received a copy of the minutes from the January 11, 2022 Regular Board meeting; the minutes were approved as written.

Ryan moved that the Board, pursuant to Idaho Code §74-206(b) to consider personnel matters convene into executive session at which time Kathy seconded the motion; the Clerk took the vote by roll call and it was unanimous therefore at 3:05 pm the Board went into Executive Session; the Executive Session was then adjourned at 4:25 pm.

The Clerk gave the financial report. The balance at First Interstate checking will be \$634.82 after the transfer from the LGIP and the February 8, 2022 bills are paid; the February 8, 2022 bills totaled \$33,922.85. The balance at the LGIP will be \$1,125,502.26 after the transfer to the First Interstate checking in the amount of \$33,700.00. The balance at Idaho Central Credit Union savings is \$25.00 and the CD balance is \$111,349.31. The total road and bridge fund balance is \$1,237,511.39.

#### New Business:

- 1) Ryan motioned to accept the new personnel policy and Kathy seconded the motion and it was carried.

#### Old Business:

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

#### Clerks Report:

- 1) The Clerk updated the Board regarding QuickBooks, the payroll subscription didn't increase from last year; she also stated that she contacted our accountant to see what other entities are using and he informed her that most use QuickBooks and the other pay at least \$2,000.00 for the software plus \$1,000.00 for their payroll subscriptions therefore, the Clerk informed the Board that she will stay with QuickBooks and that she has come to terms with paying the annual subscription.

#### Director of Highways Report:

- 1) Tim informed the Board that he will be getting his chips from Idaho Materials this year, they will cost .50¢ more than last year; he is also having them analyzed to insure that they will be compatible with the oil.
- 2) Tim informed that he is installing some French drains on NW 2<sup>nd</sup> and Adams, NW 4<sup>th</sup> and Butte and SE 3<sup>rd</sup> next to Black Canyon lateral.
- 3) Tim informed the Board that they crew has been doing equipment maintenance and that the roller used for chip sealing has a lot of rust so he purchased a rust inhibitor and then they will to insure that it's dry and the end of the season; Tim also stated that the crew has been doing sign and pot hole work.

- 4) Tim stated that there has been no word on Grants Industrial Sub-division across from Performix Feed.
- 5) Tim informed the Board that he hasn't gotten a final price for the chip oil this year other than it will be over \$400.00 per ton; he also stated that he would like to overlay 8 miles this year.

The following claims have been reviewed and approved: