

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; also present was Jacquelle Heid via speaker phone. At 4:05 P.M. the meeting was called to order by Chairman Dave Levanger.

The Commissioners received a copy of the minutes from the October 13, 2020 Regular Board meeting; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$165.09 after the transfer from the LGIP and the November 10, 2020 bills are paid; the November 10, 2020 bills totaled \$62,687.15. The balance at the LGIP will be \$257,186.73 after the transfer to First Interstate Bank checking in the amount of \$59,000.00. The balance at Idaho Central Credit Union savings is \$25.00 and the CD balance is \$107,961.29. The total road and bridge fund balance is \$365,338.11.

New Business:

- 1) Jacquelle Heid stated that she sells Cutco knives that can be engraved for our employees as gifts and was asking the Board to consider this idea for our employees. After some additional discussion and the Board informed Jacquelle that the Clerk would inform her of their decision at which time she left the meeting.
- 2) The Clerk presented and read in full Resolution 2021-1 regarding the 129,000 permits and route that was submitted by Darigold and Idaho Milk; the resolution was passed by the Board of Commissioners.
- 3) The Clerk stated that she would like the Board to consider implementing an infectious disease policy considering COVID-19 is not over and that we have had one employee contract the disease recently. The Clerk then stated that she reached out to another highway district to see how they were handling their employees with regards to COVID-19 and she was told that they give their employees up to 80 hours and then they are required to use their own personal time. The Clerk also stated that all of the program put out by both Federal and State that reimburses for employee costs do not apply to us. After some additional discussion it was the decision of the Board to implement a policy that would allow each employee up to 80 accumulated hours per calendar year and that the employee must test positive to qualify; the Clerk stated that she would get the policy ready for the next Board meeting.

Old Business:

- 1) The transportation TAC meeting has been postponed until December; after some discussion from the Board it was also decided to have the meeting virtually instead of the in-person meeting.
- 2) Adams Road and NW 1st was discussed, Tim stated that because we already have a yield sign at the east side of NW 1st and Adams so instead of trying to get the railroad to put back up their stop sign or change the whole traffic pattern, he was asking the Board to change the yield sign to a stop sign. After some discussion from the Board Ryan motioned to change the yield sign to a stop sign, Kathy seconded the motion and it was carried.

Clerks Report:

- 1) The Clerk asked the Board if they wanted to have the safety dinner this year for the employees, after some discussion it was decided to have a lunch with pizza in the shop so we can continue with the social distancing. The Clerk then asked the Board if they wanted to give out bonuses this year and or purchase knives from Jacqueline; after some discussion Ryan made a motion to give the employees a \$500.00 bonus along with a cheese knife Kathy seconded the motion and it was carried.
- 2) The Clerk asked the Board if anyone was interested in attending the capitol for the day coming up the 1st of next year, Dave stated that he might go but that he would like to think about it.
- 3) The Clerk informed the Board that Blue Cross has given us a 9% credit towards the premiums and if they would like her to pass that savings on to the employees who pay out-of-pocket for their dependents; after some discussion it was the decision of the Board to pass all of the savings on to those employees including the savings that the District pays.
- 4) The Clerk presented the F2020 road and street financial report to the Board, Ryan motioned to accept the report as it is and Kathy seconded the motion and it was carried.

Director of Highways Report:

- 1) Tim stated that he had been contacted by Jerry with the City of Fruitland in regards to the rest stop on I84, apparently they are having some troubles with the sewer and they would like to run the sewer lines thru Beatrice so they can pump up the hill, it would be no expense to us and they would fix the road when they are finished. After some discussion it was the decision that it would be fine for the City to do the work as long as they fix the road to our standards.
- 2) Tim stated that Jim with Remax Reality has contacted him regarding the building permit that is attached to our pit on Elgin, he would like for us to transfer that permit to the property next to it so they can build a house. After some discussion it was the decision of the Board to keep the building permit with our property and not to transfer it.
- 3) Tim informed the Board that on Denver Road from Hwy 30 on the west side they are installing a new pipe system and that we will fill the ditch in for them, he also stated that by them doing this we will get our shoulders back.
- 4) Tim informed the Board that our motor for the screening plant it back and other than a small leak that Nathan can fix it seems to be working good, there is a 90 day warranty on it that will cover everything and then a 1 year warranty that will have some limitations on it.
- 5) Tim informed the Board that D017 is almost done and the D009, the new sander, is completely done and road ready.

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 5:55 pm the Board went into Executive Session; the Executive Session was the adjourned at 6:10 pm.

The following claims have been reviewed and approved: