

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, Eric York 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 October 10, 2023 regular Board meeting; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$782.09 after the transfer from the LGIP and the November 14, 2023 bills are paid; the November 14, 2023 bills totaled \$128,222.57. The balance at the LGIP will be \$787,865.42 after the transfer to the First Interstate checking in the amount of \$127,500.00. The balance at Idaho Central Credit Union savings is \$25.00. The total road and bridge fund balance is \$788,672.51.

#### New Business:

- 1) The Clerk stated that we tabled the decision on the sick bank policy regarding if it could be changed so that ½ the value is payable when an employee quits or retires; after some discussion, Ryan motioned that the policy is changed to allow ½ the value of the sick bank to be paid only if the employee retires from the District, Eric seconded the motion and it was carried.
- 2) The Clerk presented the F2023 annual road and street financial report for their review before she submits it to the State; after review it was approved and signed by the Board and the Clerk.

#### Old Business:

- 1) The Clerk stated that at the advice of our attorney we should not donate time and equipment to the New Plymouth school for their grant for several reasons.

#### Clerks Report:

- 1) The Clerk asked the Board if they would like to give employee bonuses this year and if so how much, she then stated that she had budgeted for up to \$1,000.00; after some discussion, Ryan motioned to give each employee \$900.00, Eric seconded the motion and it was carried.
- 2) The Clerk then asked the Board if they wanted to hold the safety dinner and if so the employees would like to go back to Mackey's on December 1<sup>st</sup>, after some discussion it was agreed and the Clerk stated that she would make reservations.

#### Director of Highways Report:

- 1) Tim stated that he will be having the crew haul in sand from Premier Aggregates at \$4.50 per ton; they will be hauling out of Emmett.
- 2) Tim informed the Board that the crew is working on maintenance of all the equipment and tools and that they have been doing a lot of sign work.
- 3) Tim informed the Board that he had hoped to have the crew run the screening plant at the pit but with all the rain it is impossible to go out there and work.

The following claims have been reviewed and approved: