

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 and Ryan Henggeler, Director of Highways Tim Hinson and Clerk Wendy Adamsen; also present was private citizen Rhonda Mills. At 4:05 P.M. the meeting was called to order by Chairman Dave Levanger.

This being the first meeting of the Board of Commissioners for the 2022 fiscal year, reorganization of the Board was discussed; a motion was made by Kathy Boone that Dave Levanger remain as Chairman, Kathy Boone remain as Secretary and that Ryan Henggeler remain as Treasurer, Tim Hinson as Director of Highways; the motion was seconded by Ryan Henggeler and so carried.

The Commissioners received a copy of the minutes from the September 14, 2021 Regular Board meeting and the Special Board meeting September 23, 2021; the minutes were approved as written.

The Clerk gave the financial report. The balance at First Interstate checking will be \$511.03 after the transfer from the LGIP and the F2021 year-end bills are paid and the October 12, 2021 bills are paid; The F2021 year-end bills totaled \$72,414.80 and the October 12, 2021 bills totaled \$19,217.30 for a grand total of \$91,632.10. The balance at the LGIP will be \$473,016.37 after the transfer to the First Interstate checking in the amount of \$89,200.00. The balance at Idaho Central Credit Union savings is \$25.00 and the CD balance is \$110,658.45. The total road and bridge fund balance is \$584,210.85.

New Business:

- 1) Tim stated that on Sub Road, we have a 59' deeded right-of-way and presented pictures of trees and a fence that is on our right-of-way, the trees are 16' from the center of the road and the fence is 23 ½' from the center of the road, he has requested from Mrs. Mills that she remove her trees out of the right-of-way. Mrs. Mills stated that she feels that this is a safety issue and the hope is that the trees will help prevent drivers from running off the embankment. It was discussed that it is the responsibility of the District to maintain the integrity of the road and a safe road system, but it's not the responsibility of the District to prevent accidents on private property. After additional discussion, it was the decision of the Board that Mrs. Mills remove her trees out of the road right-of-way; Mrs. Mills stated that she would remove the trees and asked if she could plant grass at which time Tim stated that she could as long as it is at least 3' from the road.
- 2) Tim stated that he has been contacted by Dan Baldocchi requesting that we put up a 4-way stop on Butte and SW 1st, there will be a new sub-division coming in and he feels that all of the new residents will be driving too fast and that the 4-way stop would slow the traffic down. Tim stated that he informed Mr. Baldocchi that he would take this matter to the Board and if they wanted to look into putting up the 4-way stop it would require both a speed study and engineering study that would take at least a year; he also stated that he feels that this would create more accidents rather than slow the traffic down. It was then discussed that we should wait until we see what the traffic does from the new sub-division and that perhaps add cross traffic doesn't stop with reflectors.

Old Business:

- 1) Ryan made motion to amend the previous decision made at the Special Board meeting held on September 23, 2021, Kathy seconded the motion and it was carried. Tim stated that Mr. Nelson has signed the agreement that he and Wendy composed regarding Auto Drive per our attorney's recommendation. In the agreement and access permit it states that Mr. Nelson can begin construction but that he won't be given an occupancy permit until the road has been built. Tim stated that Mr. Nelson's concern is that he won't be able to get asphalt this year and Tim told him that if that happens a new agreement would be made with him that the road be finished as soon as the plants open in the spring of next year.
- 2) Transportation plan – nothing to report at this time.

Clerks Report:

- 1) The Clerk stated that it is necessary to clarify the PTO policy and either allows employees to go into the negative and adjustments made with the new fiscal year or not allow them to do this. After some discussion it was the decision of the Board that employees will not be allowed to go into the negative in the PTO time off unless all of their sick bank, comp and vacation hours have been exhausted and that it will be at the discretion of the Director.
- 2) The Clerk informed the Board that the transportation conference scheduled for next month has been cancelled.

Director of Highways Report:

- 1) Tim stated that Harvest Creek Sub-division off of Adams and SW 1st and being required to build sidewalks and a foot bridge over a pipe and that they are requesting that instead of building the foot bridge if they could install a 20' pipe instead and also if they will need a permit from us. After some discussion it was stated that the City of New Plymouth either has or will annex this road so it then won't be our road so they should contact the City.
- 2) Tim stated that the crew has been working out at the pit getting ready to make 2", they are also done with shoulders and grading patching and will begin servicing equipment.
- 3) Tim presented to the Board his list of tentative 2022 overlay, chip seals and projects.

The following claims have been reviewed and approved: