PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING January 16, 2022 2023 @ 9:00 A.M.

MINUTES

Chairman Denny called the meeting to order with Roger Cool Paul Zito present. Also present were Clerk Danae Floch and Road Supervisor Jeff Willard. Also present:

John & Shelly McMahon, Minaloosa Valley Road

Approval of Agenda*Action Items

Cool MOVED that the agenda be accepted as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the December 19, 2022 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

John & Shelley McMahon were in attendance and praised the crew for their efforts this winter and spring.

Old Business

Fee Schedule

The issue was tabled until the commissioners could review the fee schedule.

New Business

Recognized Holidays*Action Item

Zito asked Floch to look into what holidays the state recognizes.

Cool MOVED that the policy be updated to include one more floating holiday. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Fund Transfer Options*Action Item

Discussion was held regarding where to put the extra money in the checking account. Floch did some research regarding interest-bearing options for the District. Idaho Central Credit Union seems to be the best option for the District.

BOARD OF COMMISSIONERS REGULAR MEETING

January 16, 2023

Page 2

Cool MOVED that 100K be moved from the checking account to Idaho Central Credit Union to an interest-bearing CD. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

No report.

Supervisor's Report

The crew has been dealing with washouts; HardRock was hired to help the crew haul and lay gravel.

The crew has been snow plowing.

Road limits were posted Monday 1/9.

A new pickup will cost approximately 50-60K. Discussion was held regarding the cost of pickups.

One of the Volvo sanders is at Ed-Ka Manufacturing getting the chain replaced.

Discussion was held regarding the hiring of a new operator when the time comes. Willard has been looking for options.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:58 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Dange Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

 $\frac{2-20-23}{\text{Date}}$

Date: February 2023

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

Γ	Т	1								Т			П	Т	\neg		П	П			\neg	\neg	П	Т	П	П	П				Т	Т	Т	Т	\top	Т
	Goods/Services Paid For	January Payroll	January Payroll	January Payroll	January Payroll	2022 F250	Payroll deductions July & November since July's never got there	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding	Backhoe tires	1999 Ford tow	Crusher 57.37; Shop 184.19	Gas	Sander chain repair	Worker's Comp Yearly Fee	Filters and truck mats	Oxygen refill	FY22 Audit	Fittings for mag truck	Diesel	State Road Report Legal Notification	Broom	Phone and Internet x 2 months	February Payroll	February Payroll	Q4 Unemployment	Mag tanker supplies	Surplus equipment legal notice	Office supplies; mag truck tanker supplies; shop supplies; QB payroll usage fee					
	Amount Cash Acct	1190.39 101000	4368.98 101000	3670.40 101000	3321.04 101000	60547.00 101000	228.80 101000	4,059.88 101000	32.00 101000	4,802.20 101000	501.00 101000	1785.2 101000	150.00 101000	241.56 101000	436.34 101000	2190 101000	7914.00 101000	177.50 101000	36.40 101000	4000.00 101000	264.48 101000	6523.22 101000	146.19 101000	542.50 101000	321.56 101000	92.35 101000	92.35 101000	86.24 101000	98.22 101000	35.20 101000	1219.21 101000					\$400 074 24
CHECK REGISTER	Joint Payee Name	Danae Floch	Jeff Willard	Kim Rambo	Tim Stockdale	Mike White Ford	AFLAC	Electronic Payment	NCPERS	PERSI	State Tax Commission	95 Tire Pros	Chambless & Son Towing & Recovery	City of Plummer	City Service Valcon	Edka Manufacturing	Idaho State Insurance Fund	St Maries Auto Parts	Oxarc	Scott Hoover CPA	Spokane House of Hose	St Joe Oil	St Maries Gazette	WSF LLC	Ziply Fiber	Eugene Zito	Jack Denny	Idaho Department of Labor	Spokane House of Hose	St Maries Gazette	Umpqua Bank Credit Card					
	Ch No Vendor No.	FLODAN	WILJEF	RAMKIM	STOTIM	MIKWHI	AFLAC	EFTPS	NCPERS	PERSI	STATAX	95TIRE	CHASON	CITPLU	CITSER	ED-KA	STAINS	NAPA	OXARC	SCOHOO	SPOHOU	STJOIL	STMGAZ	WSF	ZIPFIB	ZITEUG	DENJAC	IDADEP	SPOHOU	STMGAZ	UMPBAN					
	Ch No	657	658	629	099	8091	8092	8093	8094	8095	9608	8097	8098	8099	8100	8101	8102	8103	8104	8105	8106	8107	8108	8109	8110	8111	8112	8113	8114	8115	8116					

certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

The Board of Commissioners authorizes payment for the goods and services provided to Provi

Jack E. Denny, Chairman

Eugene Zito, Commissioner

Roger Cool, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT RESOLUTION 2023-02

DECLARATION AS SURPLUS

WHEREAS, the Board of Commissioners of the PLUMMER-GATEWAY HIGHWAY DISTRICT found that the equipment described herein is no longer useful to the Plummer-Gateway Highway District and the Board finds it in the best interest of the public to sell the equipment; and

WHEREAS, Idaho Code §40-1309 provides that a public hearing shall be held and published in accordance with the provisions of Idaho Code §40-206, and at which hearing any person interested may appear and show cause that the equipment should not be sold

NOW THEREFORE BE IT RESOLVED, that the Plummer-Gateway Highway Board of Commissioners decided to declare the 1999 Ford F-350 and the 1986 Ford Truck as surplus.

RESOLVED this 20th day of February, 2023.

PLUMMER GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS

Jack Denny, Chairman

Paul Zito, Commissioner

Roger Cool, Commissioner

ATTEST

Danae Floch Clerk

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING February 20, 2023 9:11 A.M.

MINUTES

Chairman Denny called the meeting to order with Paul Zito present. Also present were Clerk Danae Floch and Road Supervisor Jeff Willard.

Approval of Agenda*Action Items

Zito MOVED to add Resolution 2023-02 - Surplus Equipment. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the January 16, 2023 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Fee Schedule*Action Item

The issue was tabled until the all commissioners could be in attendance.

New Business

Resolution 2023-02 - Surplus Equipment*Action Item

Zito MOVED that Resolution 2023-02 be accepted and signed. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

The Commissioners set a minimum bid of \$5000.00 on the 1999 Ford and a minimum bid of \$2500.00 for the 1986.

Clerk's Report

Floch presented the management representation letter from Scott Hoover, CPA. It was reviewed and signed by Chairman Denny.

Floch attended an ICRMP class regarding First Amendment Audits being performed around the state and nation. Any member of the public is allowed to video in public spaces at the Highway District. The public spaces at the District would be considered the yard and the District Office. The shops, including the Miller shed are authorized personnel only.

BOARD OF COMMISSIONERS REGULAR MEETING February 20, 2023

Page 2

Floch would like the Commissioners to consider replacing the flooring in the office. The carpet is starting to show its age and the grease and dirt stains will not come out.

Supervisor's Report

Two miles of chip seal this year – Minaloosa Valley Road and Ellis Lane. Old Hwy 5-Soaring Hawk chip seal may take place depending on if Soaring Hawk RV Park still wants to pay for the materials. A contract will be drawn up by Floch.

Mag chloride will be approximately \$50,000.00.

The new tanker will be a mag truck and a water tanker.

Willard asked to purchase a used plow for the pickup for \$3000.00. Permission was granted.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Zito MOVED to adjourn the meeting. Denny SECONDED the motion. The meeting was adjourned at 10:14 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

																																		safety meeting; shop supplies
	Goods/Services Paid For	February Payroll	February Payroll	February Payroll	February Payroll	Payroll deductions	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding		Hose and crimps; labor	Testing for DOT compliance	Grant money - culverts and geo tex fabric	Shop: 166.45; Crusher 53.37	Gas	Grant money - rock	Worker's Compensation Renewal	Misc hardware for shop	Hydraulic fittings and caps	Fuel line repair on Volvo plow truck	Bulk hose; crimps	Gaskets	Pump for new mag truck	Phone and internet	March Payroll	March Payroll	March Payroll	Fire extinguisher inspection	Boss plow	Labor hours on distributor truck	Gaskets	Legal notice for surplus equipment	Quickbooks update: pump repair and parts for sander truck: safety meeting: shop supplies
	Cash Acct	101000	101000	101000	101000	101000	101000	32.00 101000	101000	101000		101000	85.00 101000	101000	101000	101000	101000	101000	101000	101000	10100	101000	101000	101000	101000	92.35 101000	92.35 101000	101000	101000	101000	101000	101000	101000	101000
TER	Amount	\$ 945.82	\$ 4,117.24	\$ 3,390.97 101000	\$ 3,004.85 101000	\$ 228.80 101000	\$ 3,584.64 101000	\$ 32.00	\$ 4,478.94 101000	\$ 500.00		\$ 109.51 101000	\$ 85.00	\$ 14,980.00 101000	\$ 219.82 101000	\$ 402.72	\$ 39,494.90					\$ 276.70 101000	\$ 160.14 101000	\$ 1,011.09 101000	\$ 157.23 101000	\$ 92.35	\$ 92.35	\$ 92.35	\$ 410.22 101000	\$ 3,000.00 101000	\$ 2,592.15 101000	\$ 722.47 101000	\$ 62.70 101000	\$ 1,576.22
CHECK REGISTER	Joint Payee Name	Danae Floch	Jeff Willard	Kim Rambo	Tim Stockdale	AFLAC	Electronic Payment	NCPERS	PERSI	State Tax Commission		A & T Service & Repair LLC	American Mobile Drug Testing	Arrow Construction	City of Plumer	City Service Valcon	Hard Rock Inc	State Insurance Fund	Lawson Products	St Maries Auto Parts	Outlaw Repair	Pape Machinery	Spokane House of Hose	Utility Trailer Sales of Idaho	Ziply Fiber	Eugene Zito	Jack Denny	Roger Cool	Freedom Fire	Dustin or Brandi Howe	Outlaw Repair	Pape Machinery	St Maries Gazette	Umpqua Bank Credit Card
	Ch No Vendor No.	FLODAN	WILJEF	RAMKIM	STOTIM	AFLAC	EFTPS	NCPERS	PERSI	STATAX	QIOA	A&T	AMEMOB	ARRCON	CITPLU	CITSER	HARROC	STAINS	LAWPRO	NAPA	OUTREP	PAPMAC	SPOHOU	UTITRA	ZIPFIB	ZITEUG	JACDEN	COOROG	FREFIRE	HOWDUS	OUTREP	PAPMAC	STMGAZ	UMPBAN
	Ch No			663	664	8117	8118	8119	8120	8121	8122-8125	8126	8127	8128	8129	8130			8133			8136			8139			8142	8143	8144				8148

certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

The Board of Commissioners authorizes payment for the goods and septices provided to Bommer-Gateway Highway District as represented on the above check register.

Jack E. Denny, Chairman Eugene Zifo, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING March 20, 2023 9:11 A.M.

MINUTES

Chairman Denny called the meeting to order with Paul Zito and Roger Cool present. Also present was Clerk Danae Floch.

Approval of Agenda*Action Items

Cool MOVED accept the agenda as presented. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the February 20, 2023 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Fee Schedule*Action Item

The issue was tabled until the commissioners could review the information more thoroughly.

New Business

Soaring Hawk RV

Kolar was not in attendance to comment. Floch was instructed to get Kolar a copy of the agreement and invite him to the April meeting.

Open Surplus Bids

1986 Ford

Meredith Brewer	3501.00	1211
Aaron Jacobson	4176.00	
Laura Sable	5000.00	
Will Kerr	6101.00	
Randall Hordemann	3800.00	
Sam Heitstuman	3855.00	

BOARD OF COMMISSIONERS REGULAR MEETING

March 20, 2023

Page 2

1999 Ford

Aaron Black	6500.00
Wes Evans	7250.00
Hardrock, Inc	15005.00
Sam Heitstuman	8755.00

Cool MOVED that the Commissioners accept the bid of \$6,101.00 for the 1986 Ford Truck and the \$15,005.00 bid for the 1999 Ford. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Money Transfer*Action Item

Cool MOVED that the District take out 3 – \$50,000 CDs with Idaho Central Credit. Floch was instructed to pull \$100,000.00 from the Diversified Bond Fund and \$50,000.00 from the checking account to make it happen. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch informed the commissioners that she will now be the clerk for the Fire District.

Floch's notary commission is up in May. Permission was grant to pay for the commission notary bond and stamp.

Supervisor's Report

Willard was not present.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:59 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

4-17-2

PLUMMER GATEWAY HIGHWAY DISTRICT

	Goods/Services Paid For	March Payroll	March Payroll	March Payroll	March Payroll	Payroll deductions	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding	Notary File with Secretary of State		Open 3 - 50,000 CDs	Air brake hose	Shop 629.23; Crusher 56.10	Gas	Excavator Payment	Gravel	Boss snowplow	Mag tank repair and snowplow repair	Diesel	PO Box yearly fee	April Payroll	April Payroll	April Payroll	Headache rack for new pickup; QB payroll usage fee; shop supplies	Phone and internet			
	Cash Acct	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	35.30 101000	101000	101000	101000	101000	101000	101000	10100	101000	92.35 101000	92.35 101000	101000	101000	101000			
STER	Amount	\$ 945.82 101000	\$ 4,117.22 101000	\$ 3,808.59	3,479.11	228.80	\$ 3,866.30	\$ 32.00 101000	\$ 4,836.64 101000	\$ 534.00 101000	\$ 30.00	\$ 109.51	\$ 150,000.00 101000	\$ 35.30	9	\$ 382.19	45,985.21	1,234.55	500.00	1,645.00	6,778.11	146.00	\$ 92.35		92.35	1,460.68	\$ 155.62			
CHECK REGIST	Joint Payee Name	Danae Floch	Jeff Willard	Kim Rambo	Tim Stockdale		Electronic Payment	NCPERS	PERSI	State Tax Commission	Idaho Secretary of State		Idaho Central Credit Union	A & T Service & Repair	City of Plummer	City Service	t	Hard Rock	Dustin or Brandi Howe	Outlaw Repair			Eugene Zito	Jack Denny	Roger Cool	ank Credit Card				
	Ch No Vendor No.	FLODAN	WILJEF	RAMKIM	STOTIM	AFLAC	EFTPS	NCPERS	PERSI	STATAX	IDASEC	VOID	ICCU	A&T	CITPLU	CITSER	DEECRE	HARROC	HOWDUS	OUTREP	STJOIL	USPS	ZITEUG	JACDEN	COOROG	UMPBAN	ZIPFIB			
	Ch No	665	999	299	899	8149	8150	8151	8152	8153	8154	8155	8156	8157	8158	8159	8160	8161	8162	8163	8164	8165	8166	8167	8168	8169	8170			

\$231,273.03 \$231,000 certify that the apove check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

Continisationers authorizes payment for the goods and services provided to Bulmmer-Gateway Highway District as represented on the goods and services provided to Bulmmer-Gateway Highway District as represented on the goods check register.

Jack E. Denny, Chairman

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING April 17, 2023 9:02 A.M.

MINUTES

Chairman Denny called the meeting to order with Paul Zito and Roger Cool present. Also present were Clerk Danae Floch and Road Supervisor Jeff Willard.

Approval of Agenda*Action Items

Cool MOVED accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the March 20, 2023 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Fee Schedule*Action Item

Floch was instructed to narrow down the list of fee items and present a copy at the May meeting.

Soaring Hawk RV Park Chip Seal Contract*Action Item

Floch had a signed copy by Kolar, agent of Soaring Hawk RV. He also dropped off a check for \$10,000.00 to pay for materials.

Cool MOVED that the contract be signed by Denny. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Willard has some prep work to do. The high flow will be done with the help of Worley Highway District sometime this summer.

New Business

Clerk's Report

Notary paperwork has been completed.

IAHD Regional Meeting will be June 1, 2023 at 11am. Floch and Willard will attend. Zito asked to attend to also.

BOARD OF COMMISSIONERS REGULAR MEETING

April 17, 2023

Page 2

Streamline is a website host that will maintain compliance with ADA federal mandates. Cost will be approximately \$2400 per year. Discussion was held. Commissioners were not comfortable spending that amount of money; they think that, because it's a federal mandate, there should be money coming in to pay for the adaptation.

Supervisor's Report

Road maintenance - grading, rock raking, graveling, and prepping for mag.

Mag Chloride should arrive next week.

Load limits will be pulled today.

Willard will be out for vacation May 15 through 19.

Chip seals will be on Minaloosa Valley, Ellis Lane, and Old Hwy 5 - Soaring Hawk.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:43 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

Chan	Ch No Wonder No	Loint Daire Mame	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		A Park	O1-10
	T OD A	Joint Payee Name	AII	_	Cash Acct	Goods/Services Paid For
699	FLODAN	Danae Floch	59	$\overline{}$	101000	April Payroll
029	WILJEF	Jeff Willard	8		101000	April Payroll
671	RAMKIM	Kim Rambo	\$	3,390.97	101000	April Payroll
672	STOTIM	Tim Stockdale	8	3,004.85	101000	April Pavroll
8171	AFLAC	AFLAC	8	228.80 101000	101000	Payroll deductions
8172	EFTPS	Electronic Payment	8		101000	Federal, Social Security and Medicare Withholding
8173	NCPERS	NCPERS	8		101000	Life Insurance Premiums
8174	PERSI	PERSI	8	4,478.94	101000	Persi Contribution
8175	STATAX	State Tax Commission	\$	200.00	101000	State withholding
8176	95Tire	95 Tire Pros	8	200.88 101000	101000	Flat repair and call
8177	A&T	A&T Service & Repair	8	296.56 101000	101000	Alternator for 2006 Mack
8178	CITPLU	City of Plummer	\$	404.40	101000	Crusher: 47.37; Shop 357.03
8179	CITSER	City Service Valcon	49		101000	Gas
8180	GMCO	GMCO Cor	8	51,396.61	101000	Mag chloride
8181	HARROC	Hardrock, Inc	8	8,788.26 101000	101000	Grant rock
8182	OUTREP	Outlaw Repair	69	1,640.00 101000	101000	Replace alternator in 2006 Mack: spare cylinder for mag truck: fabricate and weld brackets
8183	PANLAN	Panhandle Land Management	\$	2,199.52	101000	Right of way spraying
8184	SPOHOU	Spokane House of Hose	8		101000	Mag truck fittings
8185	ZITEUG	Eugene Zito	8		101000	May Payroll
8186	DENJAC	Jack Denny	8		101000	May Payroll
8187	COOROG	Roger Cool	8	92.35	101000	May Payroll
8188	UMPBAN	Elan Financial Services	8		101000	Notary stamp; notary journal; special plate for 2006 Mack
8189	ZIPFIB	Ziply Fiber	↔	155.50 101000	101000	Phone and internet
			-			
			-			

Destrip that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District. Cherk Cherk Cherk authorizes payment for the goods and services provided Plummer-Gateway Highway District as represented on the above check register.

\$86,226.41

Jack E. Denny, Chairman

Eugene Zito, Commissioner

Roger Cool, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING MAY 15, 2023 9:05 A.M.

MINUTES

Chairman Denny called the meeting to order with Paul Zito and Roger Cool present. Also present was Clerk Danae Floch.

Approval of Agenda*Action Items

Cool MOVED accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the April 17, 2023 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Fee Schedule*Action Item

Discussion was held regarding the fee schedule. Cool suggested just one subdivision fee. Floch will continue working with Weeks regarding road extensions.

Issue tabled until Floch can talk with Weeks the road extensions.

New Business

Clerk's Report

Persi contributions will be changing. Both employer and employee contributions are decreasing for our entity.

Money has been moved to Idaho Central Credit Union's CDs

Floch will be out of the office May 24-31 for vacation.

Floch will begin work on the 2024 budget this week. Should the Board have any specific items they would like to added, omitted, or changed, contact Floch. Discussion was held.

Supervisor's Report

Willard was not present to give a report.

BOARD OF COMMISSIONERS REGULAR MEETING May 15, 2023 Page 2

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:32 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Dahae Floch, Clerk

APPROVED BY:

Date: June 2023

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

		CHECK REGIST	GISTER		
Ch	Ch No Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
673	FLODAN	Danae Floch	\$ 1,190.39	101000	May Payroll
674	WILJEF	Jeff Willard		4,117.22 101000	May Payroll
675	RAMKIM	Kim Rambo	\$ 3,913.50	3,913.50 101000	May Payroll
929	STOTIM	Tim Stockdale	\$ 3,596.68	3,596.68 101000	May Payroll
8190	AFLAC	AFLAC		228.80 101000	Payroll deductions
8191	EFTPS	Electronic Payment	\$ 3,990.76	3 101000	Federal, Social Security and Medicare Withholding
8192	NCPERS	NCPERS		32.00 101000	Life Insurance Premiums
8193	PERSI	PERSI	\$ 4,983.36	4,983.36 101000	Persi Contribution
8194	STATAX	State Tax Commission		542.00 101000	State withholding
8195	WILROD	Rodney Willard	\$ 227.09	557.05 101000	May Payroll
8196	ZITEUG	Eugene Zito		184.70 101000	June Payroll
8197	DENJAC	Jack Denny	\$ 92.3	92.35 101000	June Payroll
8198	VOID	Roger Cool	VOID	101000	June Payroll
8199	95TIRE	95 Tire Pros	\$ 472.99	472.99 101000	Tire for dump truck
8200	CITPLU	City of Plummer		324.99 101000	Shop 274.71; Crusher 50.28
8201	CITSER	City Service Valcon		3 101000	Gas
8202	HARROC	Hardrock, Inc	\$ 5,021.5	5,021.54 101000	Crushed Rock - Grant Money
8203	RICHMAR	Mary Richter	\$ 812.50) 101000	Audit Prep
8204	ZIPFIB	Ziply Fiber	155.4	155.48 101000	Phone and internet
8205	VOID				
206	FIVSTA	Five Star Trucking Inc	\$ 26,500.00	101000	Dump truck
8207	VOID		VOID		
8208	STJOE	St Joe Oil Company	\$ 3,882.30	3,882.30 101000	Diesel
8209	STOTIM	Tim Stockdale		84.75 101000	Cut off tool for shop
8210	UMPBAN	Elan Financial Services	\$ 149.09	149.09 101000	QB payroll usage fee; drop box for shop; shop supplies

certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

\$61,155.23

The Board of Commissione's authorizes payment for the goods and services provided to Planniner-Gateway Highway District as represented on the above check register.

Roger Cool, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING June 19, 2023 9:08 A.M.

MINUTES

Chairman Denny called the meeting to order with Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Approval of Agenda*Action Items

Zito MOVED to accept the agenda as presented. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the May 15, 2023 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Fee Schedule*Action Item

Issue tabled until Cool is present.

New Business

Commissioner Oath of Office

Chairman Denny read his oath of office for the 4 year term starting July 1, 2023.

Reorganization of the Board*Action Item

Issue tabled until Cool is present.

Clerk's Report

Floch is working on the budget.

Supervisor's Report

Hauling rock on Coon Creek to finish up grant project.

After July 4, high flows will be done on the Old Hwy 5-East, Minaloosa Valley Road, and Ellis Lane.

BOARD OF COMMISSIONERS REGULAR MEETING

June 19, 2023

Page 2

Willard was able to find a single axle truck for winter use; it was purchased last week. He thinks he will keep the Volvos instead of surplusing them at this time.

Willard has been in contact with Mark Wilmes who specializes in lining culverts; he just finished a project for ITD. Wilmes is working on a quote to line some culverts on Fairfield Road.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Zito MOVED to adjourn the meeting. Denny SECONDED the motion. The meeting was adjourned at 10:00 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

	T	Γ															T	T	T	T	T						
Society Control of the Control of th	Goods/SelVices Paid For	June Payroll	June Payroll	June Payroll	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding	ayroll deductions	Shop 225.62; Crusher 48.10	Gas	Rock for Coon Creek grant	Phone and internet	July Payroll	July Payroll	July Payroll											
	155																			1							
000	945 82 101000	4,117.24 101000	3,565.49 101000	.47 101	.54 101	32.00 101000	4,627.98 101000	.00 101	.80 101	273.72 101000	369.61 101000	7,380.56 101000	155.46 10100	.35 101000	92.35 101000	92.35 101000			+	1							
EK	Innor		3,565	3,202	3,710	32	4,627	514	228	273	369	7,380	155	92	92	92											
CHECK REGIST	¥ 4	\$	8	\$	\$	\$	\$	8	8	8	\$	\$	\$	8	8	8			+	+							
	Joint Payee Name	Jeff Willard	Kim Rambo	Tim Stockdale	Electronic Payment	NCPERS	PERSI	State Tax Commission	AFLAC	City of Plummer	City Service Valcon	Hardrock	Ziply Fiber	Eugene Zito	Jack Denny	Roger Cool											
	EI ODAN	WILJEF	RAMKIM	STOTIM	EFTPS	NCPERS	PERSI	STATAX	AFLAC	CITPLU	CITSER	HARROC	ZIPFIB	ZITEUG	DENJAC	COOROG											
440	677 677	678	629	089	8211	8212	8213	8214	8215	8216	8217	8218	8219	8220	8221	8222											

\$29,400.74 \$29,400.74 \$29.400.74 Certify, that the aboye speck register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

sioners authorizes payment for the goods and services provided to Ruynmer-Cateway Highway District as represented on the above check register Roger Cool, Commissioner Jack E. Denny, Chairman

Eugene Zito, Commissioner

Page 1 of 1

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING July 17, 2023 9:04 A.M.

MINUTES

Chairman Denny called the meeting to order with Roger Cool and Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Approval of Agenda*Action Items

Zito MOVED to accept the agenda as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Public Comments

Old Business

Fee Schedule*Action Item

Floch is working to schedule a phone or in-person meeting with Weeks to discuss the road extension issue.

Commissioner Oath of Office

Cool read his oath of office for the 4-year term starting July 1, 2023.

Reorganization of the Board*Action Item

Cool suggested the organization of the board stay the same.

Zito MOVED that the organization of the board stay the same. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

New Business

Hoover Engagement Letter*Action Item

Hoover's bill will be \$4200 for fiscal year 2023.

Cool MOVED that the engagement letter be signed as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

BOARD OF COMMISSIONERS REGULAR MEETING

July 17, 2023

Page 2

Budget is almost done. Floch is waiting on some final numbers from Benewah County though they may not be here before it needs to be published.

Supervisor's Report

Chip sealing begins Monday, July 24. Hwy 5 – Soaring Hawk, Ellis Lane and Minaloosa Road will be chip sealed.

Willard has been in contact with Accelerated Construction regarding saving Fairfield Road culverts with grout. Discussion was held about pricing.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 9:46 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT

																						je fee											
	Goods/Services Paid For	July Payroll	July Payroll	July Payroll	July Payroll	Snow plow mount for dump truck	Payroll deductions	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding		Crusher: 504.18; Shop 194.48	Gas	Grant rock	Chip seal oil	Chip seal truck	Oil Trucking	Oil filter; oil	Grader a/c repair and parts;	Chip seal truck	Stamps; Safety meeting meal; lock box for shop; payroll usage fee	Air cans	Right of way spray	Phone and internet	August payroll	August payroll	August payroll	Refund of chip seal deposit	Crusher repair and snow plow mount fabrication	Grease and oil	FY24 Budget publication	
	Cash Acct	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000		101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	101000	155.42 101000	92.35 101000	92.35 101000	92.35 101000	101000	101000	101000	101000	
STER	Amount	\$ 1,196.13 101000	\$ 4,133.57 101000	\$ 3,353.43 101000	3,025.11	2,000.00	228.80	3,795.54 101000		\$ 4,819.44 101000	\$ 584.00 101000		698.66 101000	278.12 101000		\$ 34,810.29 101000	1417.5 101000	2121.79 101000		2	1316.25 101000	\$ 292.22 101000	\$ 177.16 101000	\$ 3,271.45 101000	155.42				\$ 2,610.46 101000	2,575.00	734.27		
CHECK REGISTER	Joint Payee Name Ar	Danae Floch	Jeff Willard \$	Kim Rambo \$	Tim Stockdale \$	king		Electronic Payment \$	NCPERS \$	PERSI \$	State Tax Commission \$		City of Plummer	City Service Valcon	Hardrock \$	Idaho Asphalt \$	Jaecks	Johnny B Transport	St Maries Auto Parts \$		TMT Trucking	Elan Financial Services \$	Western Truck Center		Ziply Fiber	Eugene Zito \$	Jack Denny \$	Roger Cool	Soaring Hawk RV			Gazette	
	Ch No Vendor No.	FLODAN	WILJEF	RAMKIM	STOTIM	FIVSTA	AFLAC	EFTPS	NCPERS	PERSI	STATAX	VOID	CITPLU	CITSER	HARROC	IDAASP	Jaecks	JOHBTRA	NAPA	PAPMAC	TMT	UMPBAN	WESTRU	WILELL	ZIPFIB	ZITEUG	DENJAC	COOROG	SOAHAW	OUTREP	STJOE	STMGAZ	
	Ch No	681	682	683	684	8223	8224	8225	8226	8227	8228	8229-32	8233	8234	8235	8236	8237	8238	8239	8240	8241	8242	8243	8244	8245	8246	8247	8248	8249	8250	8251	8252	

immiesioners authorizes payment for the goods and services provided to Puramer-Gateway Highway District as represented on the above check register. The Board of Co

Eugene Zito, Commissioner

Jack E. Denny, Chairman

Roger Cool, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT August 20, 2023

BOARD OF COMMISSIONERS
ATTENDANCE SIGN IN SHEET

MEETING

REGULAR

Plummer-Gateway Highway District monitors attendance to ensure equal opportunity. We appreciate your providing this information.

This information will only be used to monitor attendance at public meetings and for affirmative action purposes, as specified by law (CFR 42.21.9).

Name (Please Print)	Address	Property owner in PGHD	er in	Company/Developer	Request to speak	speak		Optional
		Yes	No	Represented	Yes	No		
GERALD MILLER 3970,	3970 FAIRFIED	+		7		+	Male Female	☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander ☐ Black ☐ Hispanic ☐ White ☐ Other
							Male Female	☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander ☐ Black ☐ Hispanic ☐ White ☐ Other
							Male Female	
							MaleFemaleDisabled	□ American Indian/Alaskan Native □ Asian/Pacific Islander □ Black □ Hispanic □ White □ Other
							Male Female Disabled	
							☐ Male☐ Female☐☐ Disabled☐	☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander ☐ Black ☐ Hispanic ☐ White ☐ Other
							☐ Male☐ Female☐☐ Disabled☐	☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander ☐ Black ☐ Hispanic ☐ White ☐ Other
							☐ Male☐ Female☐☐ Disabled☐	□ American Indian/Alaskan Native □ Asian/Pacific Islander □ Black □ Hispanic □ White □ Other

PLUMMER-GATEWAY HIGHWAY DISTRICT RESOLUTION 2023-01

FORGONE AMOUNT

WHEREAS, Idaho Code 63-802-1(e), <u>Limitation on Budget Requests – Limitation on Tax Charges - Exceptions</u> requires the board of highway district commissioners of each highway district to state a purpose for the Forgone Amount requested from previous years and,

WHEREAS, in 2020, the Idaho State Legislature amended Idaho Code section 63-802(1)(f) to now require local taxing districts, by resolution, to reserve the right to recover forgone tax revenue in future years;

WHEREAS, the Plummer Gateway Highway District provided notice as required by Idaho Code section 63-802(1)(f) to hold a public hearing in conjunction with its annual budget hearing on whether to reserve the future right to recover forgone tax revenue;

WHEREAS, on August 21, 20203 the Plummer Gateway Highway District held its annual budget hearing in conjunction with the public hearing on whether to reserve the right the recover forgone tax revenue in the future and elected to use the forgone amount for administration purposes for the 2024 budget.

NOW THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND COMMISSIONERS OF THE PLUMMER GATEWAY HIGHWAY DISTRICT, IDAHO: Section 1. That pursuant to Idaho Code section 63-802(1)(f) the Plummer Gateway Highway District reserves the future right to recover forgone tax revenue for fiscal year 2024 in the amount of \$5,422.

RESOLVED this 21st day of August, 2023.

PLUMMER GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS

Jack Denny Chairman

Paul Zito, Commissioner

Roger Cool, Commissioner

ATTEST:

Danae Floch

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING August 21, 2023 9:02 A.M.

MINUTES

Chairman Denny called the meeting to order with Roger Cool and Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Gerald Miller, Fairfield Road

Approval of Agenda*Action Items

Cool MOVED to accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Denny asked if any board member had a conflict of interest with any item on the agenda. Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the July 17, 2023 meeting be accepted as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Miller was concerned about the regrowth along the Fairfield Road. Willard would like to have an entity come in and shoot one tank full along the Fairfield Road to see what it would kill. If it is effective, then the District may respray in the spring.

Old Business

Fee Schedule*Action Item

Floch is working to schedule a phone or in-person meeting with Weeks to discuss the road extension issue.

New Business

Budget Hearing Fiscal Year 2024*Action Item

NOTICE OF BUDGET HEARING

PLUMMER-GATEWAY HIGHWAY DISTRICT will hold a public hearing on August 21, 2023, 9:00 a.m.at the District Office to consider the proposed budget for the Fiscal Year 2023-2024, at which time the public may appear and be heard upon all or part of the budget.

ANTICIPATED REVENUE:

Maintenance & Operation Levy \$ 132,450 Commissioner Compensation \$ 5,500

BOARD OF COMMISSIONERS REGULAR MEETING

August 21, 2023

Page 2

Tort	\$	7,492	
Highway Users Revenue	\$	361,000	
H 772 Revenue	\$	130,000	
H362 Revenue	\$	44,235	
Forest Reserve Fund	\$	9,989	
State Sales Tax	\$	11,441	
Interest Income	\$	8,000	
Sale of Surplus Equipment	\$	5,000	
Permit Fees	\$	1,000	
Miscellaneous Revenue	\$	1,000	
TOTAL ANTICPATED REVEUE			\$ 717,107
Antic. 10/1/23 Carry Fwd: Undedicated			\$ 216,708
REVENUE TO BE EXPENDED 2023-2024			\$ 933,815
ANTICIPATED EXPENDITURES:			
Labor Expense	\$	294,900	
Administration	Ś	40,024	
Commissioner's Compensation	\$	5,750	
Operating Expense	Ś	115,150	
Road Maintenance	Ś	141,000	
HB 772	\$	130,000	
HB 362	\$	80,000	
Asset Acquisitions	\$	106,706	
Tort	\$	7,492	
Contingency Expense	\$	12,793	
TOTAL ANTICIPATED EXPENDITURES			\$ 933,815
REVENUE REQUIRED			
TE TE TO E TE QUITED			

No public was in attendance and no written comments were received.

Zito MOVED to accept the 2024 fiscal year budget as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY. Roll call vote: Denny, aye; Cool, aye; Zito, aye.

Resolution 2023-01: to use foregone tax money in 2024 budget*Action Item

Floch presented the Commissioners with Resolution 2023-01. This resolution allows the District to recapture tax revenue in the amount of \$5422.00 for its 2024 budget.

Cool MOVED to accept Resolution 2023-01: use of foregone tax revenue. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY. The resolution was signed.

Highway District Equipment Use for Personal Use*Action Item

Floch asked the Commissioners to discontinue use of District equipment for personal use. It is too big a liability for the District. ICRMP has been asking entities to forego use for personal use.

Cool MOVED to discontinue use of District equipment for personal use. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING August 21, 2023

Page 3

Clerk's Report

Floch will be applying for the strategic initiatives grant for Fairfield Road chip seal.

Supervisor's Report

Willard called Knife River for chip asphalt grindings. The District will have 5400 ton of grindings for \$6000.00.

Willard cannot find jaw plates for the crusher. Discussion was held regarding the crusher and its maintenance.

Willard is still looking for a dump truck. There is one in the Tri-Cities Willard would like to look at.

Crew has been chip sealing, crushing, and replacing culverts. Chip seal was 2.5 miles total of Ellis Lane, Minaloosa Valley Road, and Old Hwy 5 – Soaring Hawk.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 10:02am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk	
APPROVED BY:	
Rose Coal	
Jack Denny, Chairman (4)	Date
Roger Cool, Vice Chairman	

PLUMMER GATEWAY HIGHWAY DISTRICT

		CHECK REG	GINIER	2		
ChN	Ch No Vendor No.	Joint Payee Name	Amor		Cash Acct	Goods/Services Paid For
689	FLODAN	Danae Floch	8	951.22	101000	August payroll
069	WILJEF	Jeff Willard	\$ 4,	4,133.58 101000	101000	August payroll
691	RAMKIM	Kim Rambo	8	3,681.90	101000	August payroll
692	STOTIM	Tim Stockdale	8	3,411.98 101000	101000	August payroll
8253	AFLAC	AFLAC	8	228.80 101000	101000	Payroll deductions
8254	EFTPS	Electronic Payment	\$	956.80	101000	Federal, Social Security and Medicare Withholding
8255	NCPERS	NCPERS	8		32.00 101000	Life Insurance Premiums
8256	PERSI	PERSI	8	5,088.57 101000	101000	Persi Contribution
8257	STATAX	State Tax Commission	8	610.00 101000	101000	State withholding
8258	ARRCON	Arrow Construction	8	00.000	101000	Geotech fabric - grant money
8259	CITPLU	City of Plummer	8	794.98	101000	Crusher: 586.10; Shop 208.88
8260	CITSER	City Service Valcon			380.6 101000	Gas
8261	HARROC	Hardrock		15125.37 101000	101000	Crushed rock - grant money
8262	ICRMP	ICRMP	8	7,492.00 101000	101000	2024 policy year
8263	NAPA	St Maries Auto Parts	₩	394.49 101000	101000	Wiper blades, oil, filters, gauge
8264	STJOIL	St Joe Oil Company		8767.2	8767.2 10100	Diesel and DEF
8265	ZITEUG	Eugene Zito		184.7	101000	September Payroll
8266	DENJAC	Jack Denny	8	92.35	92.35 101000	September Payroll
267	COOROG	Roger	8	92.35	92.35 101000	September Payroll
8268	IDAASP	Idaho Asphalt		786.56	786.56 101000	Oil for Old Hwy 5 to pit
8269	PAPMAC	Pape Machinery	\$	546.35 101000	101000	Teeth and pins for loader
8270	ZIPFIB	Ziply Fiber	8	155.42 101000	101000	Phone and internet
8271	IDARIG	Idaho Rigging	8	63.89	63.89 101000	Gloves
8272	OUTREP	Outlaw Repair		4723.2	4723.2 101000	Crusher repair; snow plow mount labor; file cabinet frames
8273	PAPMAC	Pape Machinery	8	37.64	37.64 101000	Terminals and battery cable
8274	STMGAZ	St Maries Gazette	8	121.44 101000	101000	Legal Notice for 2023 amended budget
8275	UMPBAN	Elan Financial Services	\$	479.24	101000	Printer toner; QB payroll usage fees; bee spray
	A STATE OF THE PARTY OF THE PAR					

CENTY that the apply check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

\$64,332.63

Glerk Gateway Highway District as represented on the above check register?

Eugene Zito, Commissioner

Jack E. Denny, Chairman

Roger Cool, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT RESOLUTION 2023-02

COMPENSATION OF COMMISSIONERS

WHEREAS, Idaho Code 40-1314, <u>Compensation of highway district commissioners, officers, agents and employees</u>, requires the board of highway district commissioners of each highway district to fix the annual salaries of the commissioners commencing on October 1 and for the next ensuing year, and

WHEREAS, Idaho Code 40-1314, became effective July 1, 2002,

NOW THEREFORE BE IT RESOLVED, that beginning October 1, 2023 and for the 2023-24 fiscal year, the Plummer-Gateway Highway Board of Commissioners shall be compensated as follows: A salary of one-hundred dollars (\$100.00) shall be paid for each day, or part of a day, spent in the actual performance of duties.

Actual expenses shall be paid in addition to their compensation, upon the presentation of itemized vouchers, signed by the commissioners.

RESOLVED this 18th day of September, 2023.

PLUMMER GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS

Jack Denny, Chairman

Paul Zito, Commissioner

Roger Cool Commissioner

ATTEST:

Danae Floch, Cler

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING September, 2023 9:03 A.M.

MINUTES

Vice Chairman Cool called the meeting to order with Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Approval of Agenda*Action Items

Zito MOVED to accept the agenda as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Commissioner Cool asked if any board member had a conflict of interest with any item on the agenda. Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the August 21, 2023 meeting be accepted as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No public was in attendance.

Old Business

Fee Schedule*Action Item

Floch talked with Weeks regarding the fee schedule. Weeks informed Floch that the board has no obligation to open any roads.

New Business

Amend 2023 Budget*Action Item

NOTICE OF AMENDED BUDGET HEARING

PLUMMER-GATEWAY HIGHWAY DISTRICT will hold a public hearing on September 18, 2024 9:00 a.m.at the District Office to consider the proposed amended budget for the Fiscal Year 2022-2023, at which time the public may appear and be heard upon all or part of the budget.

AMENDED BUDGET

October 1, 2022 - September 30, 2023

ANTICIPATED REVENUE:	Current	Proposed
Maintenance & Operation Levy	127,839	127,839
Tort Levy	6,243	6,243
Commissioner Compensation	5,000	5,000

BOARD OF COMMISSIONERS REGULAR MEETING September 18, 2023 Page 2

Highway Users Revenue	323,100		323,100	
HB 362	129,902		45,281	
HB 772	44,235		58,741	
Forest Reserve Fund	9,500		9,500	
State Sales Tax	10,800		10,800	
LHTAC Grant	100,000		100,000	
Interest Income	3,500		3,500	
Sale of Surplus Equipment	5,000		5,000	
Permit Fees	1,000		1,000	
Miscellaneous Revenue	14,520		14,520	
TOTAL ANTICIPATED REVENUE	11,020	780,639	11,020	710,524
Carry Fwd:		186,138		171,632
TOTAL BUDGETED REVENUE	_		-	171,002
2022-23	_	966,777	_	882,156
ANTICIPATED EXPENDITURES:	<u>Current</u>		Proposed	
Labor Expense	250,600		251,859	
Administration	37,350		37,350	
Commissioner's Compensation	5,000		5,000	
Operating Expense	109,700		109,700	
Road Maintenance	136,235		136,235	
HB 362	79,903		23,766	
HB 772	174,618		58,741	
Asset Acquisitions	57,128		143,559	
Tort	6,243		5,946	
LHTAC Grant	100,000		100,000	
Contingency Expense TOTAL ANTIC. EXPENDITURES	10,000		10,000	

No public was in attendance and no written comments were received.

Zito MOVED to accept the 2023 amended budget as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY. Roll call vote: Cool, aye; Zito, aye.

Resolution 2023-02: To Set Commissioner Pay for 2024*Action Item

Floch presented the Commissioners with Resolution 2023-02. This resolution would set the pay for commissioners for 2024 at \$100.00 per meeting or day.

Cool MOVED to accept Resolution 2023-02. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY. The resolution was signed.

Employee FY24 Wage Increase*Action Item

Floch presented the wage increase to the commissioners. Discussion was held.

BOARD OF COMMISSIONERS REGULAR MEETING

September 18, 2023

Page 3

Cool MOVED to set pay at the following: Floch receives the \$400.00 medical wage per month; Stockdale and Rambo moved to \$30.00 per hour; Willard will be raised to \$6500 per month; part time up to \$25.00 per hour. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY. The resolution was signed.

Clerk's Report

Floch and Willard will be attending the IAHD conference in October/November.

Supervisor's Report

Ditching is almost complete.

Oil and grindings have been applied to Old Hwy 5 by the District pit.

Repair bills have been high getting ready for winter.

Willard is looking for a 12' plow for the new plow truck. The one we have is 40+ years old and keeps breaking.

The crew is prepping for winter.

Discussion was held regarding a new employee to replace Stockdale with then time comes.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:55am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

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PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

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	Goods/Services Paid For	September Payroll	September Payroll	September Payroll	September Payroll	Payroll deductions	Federal, Social Security and Medicare Withholding	Life Insurance Premiums	Persi Contribution	State withholding	Grader Tires	Crusher: 114.10; Shop 104.58	Gas	Rock	Convention registration for Floch and Willard	October Payroll	October Payroll	October Payroll	Volvo truck repair	Williams Road and Rose Creek Road Maintenance	Phone and internet													
Manager Street	Cash Acct	101000										01000			01000			01000	101000	101000	101000													
ER		951.22	4,133.58 101000	3,681.90 101000	3,411.98 101000	228.80 101000	3,956.80 101000	32.00 101000	5,088.57 101000	610.00 101000	5,598.56 101000	218.68 101000	327.63 101000	3,073.69	1,280.00 101000	92.35 101000	92.35 101000	92.35 101000		4,920.53	_													
CHECK REGISTER	Am	\$	8	\$	\$	8	8	8	€9	\$	\$	8	\$	8			8	8	8	8	8													
CHECK	Joint Payee Name	Danae Floch	Jeff Willard	Kim Rambo	Tim Stockdale	AFLAC	Electronic Payment	NCPERS	PERSI	State Tax Commission	95 Tire Pros	City of Plummer	City Service Valcon	Hardrock	Idaho Association of Highway Districts	Eugene Zito	Jack Denny	Roger Cool	Outlaw Repair	Worley Highway District	Ziply Fiber													
	Ch No Vendor No.	FLODAN	WILJEF	RAMKIM	STOTIM	AFLAC	EFTPS	NCPERS	PERSI	STATAX	95TIRE	CITPLU	CITSER	HARROC	IAHD	ZITEUG	DENJAC	COOROG	OUTREP	WORHIG	ZIPFIB													
	Ch No	693	694	695	969	8276	8277	8278	8279	8280	8281	8282	8283	8284	8285	8286	8287	8288	8289	8290	8291	8292	8293	8294	8295	8296	8297	8298	8299	8300	8301	8302	8303	8304

certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

\$39,599.15

vided to hummer-Gateway Highway District as represented on the above check register. Clerk Compassioners authorizes payment for the goods and services provided by The Board of C

Page 1 of 1

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING October 16, 2023 9:02 A.M.

MINUTES

Chairman Denny called the meeting to order with Commissioner Roger Cool and Commissioner Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Approval of Agenda*Action Items

Cool MOVED to accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Chairman Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the September 18, 2023 meeting be accepted as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No public was in attendance.

Old Business

Fee Schedule*Action Item

Floch was unable to get an answer from Weeks regarding obligation to maintain roads if property owners bring the road up to standard-if we can limit maintenance to summer use only or limit maintenance. The issue was tabled until an answer could be obtained.

New Business

JPA-ICRMP*Action Item

Cool MOVED that the JPA for ICRMP be accepted as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch and Willard will be attending the IAHD conference in October/November. Cool would like to attend the convention now; Floch will make the arrangements.

Audit prep will be next week; Audit is scheduled for November 20.

L-2 has been submitted to the county.

BOARD OF COMMISSIONERS REGULAR MEETING October 16, 2023

Page 2

LHRIP grant has been completed. Floch asked Denny to sign the Project Documentation Summary.

Supervisor's Report

Willard was able to get a ¾" clean from Knife River for sanding. Knife River also has a ¾ dirty for \$3 per ton. We also have been able to get some asphalt grindings.

The crew has been prepping for winter; a new plow for the new plow truck was ordered from Ed-Ka. The cost should be approximately \$16,000.00.

Willard has a potential employee in mind and will contact them to see if they are interested.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 9:50am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

000	The second second		CHECK REGISTER	GISTER			
FLODAN Danae Floch \$ 1,501.69 101000 WILLEF Jeff Willard \$ 4,513.42 101000 STOTIM Tim Stockdale \$ 3,591.40 101000 THESTT The Stitchmeister \$ 3,591.40 101000 THESTT The Stitchmeister \$ 3,591.40 101000 THESTT The Stitchmeister \$ 24.00 101000 101000 THEST The Stitchmeister \$ 228.80 101000 101000 THEST The Stitchmeister \$ 228.80 101000 THEST The Stitchmeister \$ 25.00 101000 THEST The Stitchmeister \$ 55.4.56 101000 THEST The Stitchmeister \$ 55.24.56 101000 THEST The Fitchett \$ 55.00 101000 THEST The Fitchett \$ 55.00 101000 THEST The Pros \$ 55.00 101000 THEST TH	Ch	No Vendor No.	Joint Payee Name	Amour	ıt	Cash Acct	Goods/Services Paid For
WILJEF Jeff Willard \$ 4,513.42 101000 RAMKIM Kim Rambo \$ 3,846.12 101000 STOTIM Tim Stockdale \$ 3,846.12 101000 IAHD The Stitchmeister \$ 220.00 101000 THESTI The Stitchmeister \$ 228.80 101000 AFLAC AFLAC \$ 228.80 101000 BETPS Electronic Payment \$ 228.80 101000 NCPERS NCPERS 101000 101000 NCPERS NCPERS \$ 5,53.60 101000 PERSI FITLYL Lyle Fitchett \$ 5,54.56 101000 IMPBAN Elan Financial Services \$ 4,168.21 101000 FITLYL Lyle Fitchett \$ 2,500.00 101000 ED-KA Edex \$ 5,54.56 101000 COPROG Roger Cool \$ 2,500.00 101000 LAWPRO Lawson Products \$ 12,58.00 101000 LAWPRO Lawson Products \$ 148.90 101000 MAPA	269	FLODAN	Danae Floch			101000	September Payroll
RAMKIM Kim Rambo \$ 3,846.12 101000 STOTIM Tim Stockdale \$ 3,591.40 101000 IAHD Idaho Assoc of Highway Districts \$ 28.0.00 101000 IAHEST Restrictmeister \$ 228.80 101000 IAHEST Rectronic Payment \$ 228.80 101000 RERSI PERSI \$ 5,524.56 101000 RTLYL Luye Fitcher Commission \$ 5,524.56 101000 FITLYL City of Plummer \$ 25.25 101000 STIRE City Service Valcon \$ 1,258.00 101000 ED-KA Edka Jeremiah Jenkins \$ 15,260.00 101000 LAWPRO Lawson Products \$ 15,260.00 101000 LAWPRO Lawson Products \$ 15,260.00 101000 NAPAMAC Pape Marchinery \$ 140.14 101000 POHL Pohl Spring Works \$ 140.14 101000 COOROG Roger Cool \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 ROHALC Jack Denny \$ 92.35 101000 Se6,487.61	869	WILJEF	Jeff Willard		0.00	101000	September Payroll
STOTIM Tim Stockdale \$ 3,591.40 101000 Idaho Assoc of Highway Districts \$ 820.00 101000 AFLAC AFLAC AFLAC	669	RAMKIM	Kim Rambo		3,846.12	101000	September Payroll
MHD Idaho Assoc of Highway Districts	700	STOTIM	Tim Stockdale		3,591.40	101000	September Payroll
THESTI The Stitchmeister \$ 24.00 101000 AFLAC AF	8292	IAHD	Idaho Assoc of Highway Districts	\$	820.00	101000	2023 Convention
AFLAC AFLAC FLAC EFTPS Electronic Payment \$ 228.80 101000 NCPERS NCPERS \$ 32.01 101000 PERSI PERSI \$ 5,524.56 101000 PERSI PERSI \$ 5,524.56 101000 STATAX State Fitchett \$ 5,524.56 101000 IMPBAN Elan Financial Services \$ 4,168.21 101000 JUMPBAN Elan Financial Services \$ 4,168.21 101000 95 Tire 95 Tire Pros \$ 25.00.00 101000 CITPLU City of Plummer \$ 375.25 101000 CITSER City Service Valcon \$ 375.25 101000 COROGG Roger Cool \$ 10,560.00 101000 LAWPRO Lawson Products \$ 15,500.00 101000 KNIRIV Knife River Construction \$ 15,500.00 101000 MAPA St Maries Auto Parts \$ 15,500.00 101000 POHL Pohl Spring Works \$ 148.90 101000 MAPA St Ma	8293	THESTI	The Stitchmeister	8	24.00	101000	Embroidery
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NCPERS \$ 32.00 101000 PERSI PERSI \$ 5,524.56 101000 STATAX State Tax Commission \$ 653.00 101000 FITLYL Lyle Fitchett \$ 2,500.00 101000 By Tire 95 Tire Pros \$ 4,168.21 101000 GITPLU City of Plummer \$ 308.90 101000 CITSER City Service Valcon \$ 375.25 101000 COOROG Roger Cool \$ 1258.00 101000 ED-KA Edka \$ 101000 101000 ED-KA Edka \$ 101000 101000 KNIRIN Knife River Construction \$ 15,560.00 101000 KNIRIN Knife River Construction \$ 15,500.00 101000 MAPA St Maries Auto Parts \$ 15,500.00 101000 POHL Pohl Spring Works \$ 148.90 101000 WILJEF Jeff Willard \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 COOROG Roger Cool <	8295	EFTPS	Electronic Payment		4390.6	101000	Federal, Social Security and Medicare Withholding
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STATAX State Tax Commission \$ 653.00 101000 FITLYL Lyle Fitchett \$ 2,500.00 101000 UMPBAN Elan Financial Services \$ 4,168.21 101000 95 Tire 95 Tire Pros \$ 2,500.00 101000 CITPLU City of Plummer \$ 2,525 101000 COTROE Roger Cool \$ 375.25 101000 ED-KA Edwa \$ 19,560.00 101000 KNIRIV Knife River Construction \$ 19,560.00 101000 KNIRIV Knife River Construction \$ 19,560.00 101000 NAPA St Maries Auto Parts \$ 15,270.00 101000 POHL Pohl Spring Works \$ 81.59 101000 WILJEF Jeff Willard \$ 92.35 101000 ZITEUG Eugene Zito \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 St6.487.61 ** **	8297	PERSI	PERSI		5,524.56	101000	Persi Contribution
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UMPBAN Elan Financial Services \$ 4,168.21 101000 95 Tire 95 Tire Pros \$ 25.25 101000 CITPLU City of Plummer \$ 308.90 101000 CITSER City Service Valcon \$ 375.25 101000 COOROG Roger Cool \$ 1,258.00 101000 ED-KA Edka \$ 1,258.00 101000 LANJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 15,270.00 101000 IAMPRO Lawson Products \$ 15,270.00 101000 PAPMAC Pape Machinery \$ 148.90 101000 POHL Pohl Spring Works \$ 148.90 101000 WILJEF Jeff Willard \$ 140.14 101000 DENJAC Boen Zito \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ 50.00 10000	8299	FITLYL	Lyle Fitchett		2,500.00	101000	12 foot Monroe snowplow
95 Tire 95 Tire Pros \$ 25.25 101000 CITPLU City of Plummer \$ 308.90 101000 CITSER City Service Valcon \$ 375.25 101000 COOROG Roger Cool \$ 1,258.00 101000 ED-KA Edka \$ 1,258.00 101000 ED-KA Edka \$ 10,000 101000 KNIRIV Knife River Construction \$ 450.00 101000 IAWPRO Lawson Products \$ 450.00 101000 NAPA St Maries Auto Parts \$ 148.90 101000 POHL Pohl Spring Works \$ 148.90 101000 WILJEF Jeff Willard \$ 140.14 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ 487.61 \$ 486.487.61	8300	UMPBAN	Elan Financial Services		1,168.21	101000	Convention hotel rooms; convention flights; quickbooks yearly usage fee;
CITPLU City of Plummer \$ 308.90 101000 CITSER City Service Valcon \$ 375.25 101000 COOROG Roger Cool \$ 1,258.00 101000 ED-KA Edka \$ 1,258.00 101000 JENJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 15.270.00 101000 ILAWPRO Lawson Products \$ 15.270.00 101000 NAPA St Maries Auto Parts \$ 148.90 101000 POHL Pohl Spring Works \$ 148.90 101000 WILJEF Jeff Willard \$ 140.14 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ 487.61 \$ 487.61	8301	95 Tire	95 Tire Pros		25.25	101000	Flat Repair
CITSER City Service Valcon \$ 375.25 101000 COOROG Roger Cool \$ 1,258.00 101000 ED-KA Edka \$ 1,258.00 101000 JENJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 450.00 101000 ILAWPRO Lawson Products \$ 17.22 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPIMAC Pape Machinery \$ 81.59 101000 WILJEF Jeff Willard \$ 148.90 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Stool Roger Cool \$ 92.35 101000 Stool Roger Cool \$ 92.35 101000	8302	CITPLU	City of Plummer		308.90	101000	Shop expense
COOROG Roger Cool \$ 1,258.00 101000 ED-KA Edka \$ 19,560.00 101000 JENJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 15,270.00 101000 LAWPRO Lawson Products \$ 372.23 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPIMAC Pape Machinery \$ 81.59 101000 POHL Pohl Spring Works \$ 148.90 101000 WILJEF Jeff Willard \$ 140.14 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000	8303	CITSER	City Service Valcon	8		101000	Gas
ED-KA Edka \$ 19,560.00 101000 JENJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 15,270.00 101000 LAWPRO Lawson Products \$ 372.23 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPMAC Pape Machinery \$ 81.59 101000 WILJEF Jeff Willard \$ 817.10 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000	8304	COOROG	Roger Cool		1,258.00	101000	Convention hotel room
JENJER Jeremiah Jenkins \$ 450.00 101000 KNIRIV Knife River Construction \$ 15,270.00 101000 LAWPRO Lawson Products \$ 372.23 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPMAC Pape Machinery \$ 148.50 101000 POHL Pohl Spring Works \$ 817.10 101000 WILJEF Jeff Willard \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 \$ \$ 92.35 101000 \$ \$ 92.35 101000	8305	ED-KA	Edka	1	100	101000	Snow plow and mount
KNIRIV Knife River Construction \$ 15,270.00 101000 LAWPRO Lawson Products \$ 372.23 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPMAC Pape Machinery \$ 148.90 101000 POHL Pohl Spring Works \$ 817.10 101000 WILJEF Jeff Willard \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ \$66,487.61	8306	JENJER	Jeremiah Jenkins	8		101000	Tree falling on right of way
LAWPRO Lawson Products \$ 372.23 101000 NAPA St Maries Auto Parts \$ 81.59 101000 PAPMAC Pape Machinery \$ 148.90 101000 POHL Pohl Spring Works \$ 817.10 101000 WILJEF Jeff Willard \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$66,487.61	8307	KNIRIV	Knife River Construction	9		101000	Chips
NAPA St Maries Auto Parts \$ 81.59 101000 PAPMAC Pape Machinery \$ 148.90 101000 POHL Pohl Spring Works \$ 817.10 101000 WILJEF Jeff Willard \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ \$66,487.61	8308	LAWPRO	Lawson Products			101000	Misc bulk nuts and bolts
PAPMAC Pape Machinery \$ 148.90 101000 POHL Pohl Spring Works \$ 817.10 101000 WILJEF Jeff Willard \$ 140.14 101000 ZITEUG Eugene Zito \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000	8309	NAPA	St Maries Auto Parts	\$		101000	WD40; oil filter
POHL Pohl Spring Works \$ 817.10 101000	8310	PAPMAC	Pape Machinery	8	148.90	101000	Oil and hydraulic filter
WILJEF Jeff Willard \$ 140.14 101000 ZITEUG Eugene Zito \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61 \$ \$66,487.61	8311	POHL	Pohl Spring Works	8	817.10	101000	Volvo sander truck spring work
ZITEUG Eugene Zito \$ 92.35 101000 DENJAC Jack Denny \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 COOROG Roger Cool \$ 92.35 101000 Se6,487.61	8312	WILJEF	Jeff Willard	8	140.14	101000	Convention expense - dinner with Worley and EastSide Highway District
DENJAC Jack Denny \$ 92.35 101000	8313	ZITEUG	Eugene Zito	8	92.35	101000	October Payroll
COOROG Roger Cool \$ 92.35 101000	8314	DENJAC	Jack Denny	\$	92.35	101000	October Payroll
\$66,487.61	8315	COOROG	Roger Cool	€	92.35	101000	October Payroll
	8316						
	8301						
	8302						
	8303				9		
	8304						
				88	6,487.61		

I certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

Prummer-Gateway Highway District as represented on the above check register. Roger Cool, Commissioner The Board of Commissioners authorizes payment for the goods and services provided in the Board of Commissioners authorizes provided in the Board of Commissioners authorizes provided in the Board of Commissioners and services a

Jack E. Denny, Chairman

Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING November 20, 2023 9:02 A.M.

MINUTES

Chairman Denny called the meeting to order with Commissioner Roger Cool and Commissioner Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Also present:

Chad Haeg, Lovell Valley Road

Approval of Agenda*Action Items

Cool MOVED to accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Chairman Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the October 16, 2023 meeting be accepted as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No public was in attendance.

Old Business

Fee Schedule*Action Item

Floch presented the fee schedule to the Commissioners. Floch contacted Weeks.

If constituents choose to bring a road up to specs, the District should not put limits on how that road functions, such as summer/winter roads.

Discussion was held.

New Business

Highland Rock Crushing*Action Item

Floch abstained from conversation regarding the Highland Rock Crushing.

Crushing bids from Highland came in last week; the District is able to piggyback off Worley Highway District public notices.

Discussion was held regarding the safety, resale value, and risk liability of the crusher.

Cool MOVED to accept the bid from Highland Enterprises I, LLC and move funds from the Diversified Bond Fund to pay for the crushing of 20K tons of 3/4" gravel and 1K 1/2" chips. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Fairfield & Fultz Rock Pit*Action Item

Discussion was held regarding the Fairfield and Fultz pits. It is becoming a liability to the District to allow constituents to get rock.

Cool MOVED to stop all constituents from getting rock from either the Fairfield or Fultz pit. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Discussion was also held about selling the pits. Floch was instructed to look into the legal process of selling the two pits.

Convention Recap

ICRMP's active shooter presentation was a favorite. Floch will be investigating having him come up and present it to all the employees.

CDL training is available through the District; Willard could potentially teach the CDL class. Cool mentioned there is an individual in Lewiston that will also teach for an affordable price.

Clerk's Report

Floch asked about Christmas bonuses. The Commissioners said \$100.00 gift card per employee.

Supervisor's Report

Crew is brushing and prepping for winter.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Discussion was held regarding replacing Chairman Denny. Chad Haeg is willing to step into the commission.

Commissioner Denny is planning to resign in December.

Adjournment*Action Item

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 10:08am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

BOARD OF COMMISSIONERS REGULAR MEETING

November 20, 2023

Page 3

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

/2-18-23 Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

Ch No Vendor No.	Joint Payee Name Am		504 70	Cash Acct	Goods/Services Paid For
2 4	Danae Floch	2 4	1,501.70	101000	November Payroll November Payroll
X	Kim Rambo		193.84	101000	November Payroll
'	Tim Stockdale	\$	3,218.54 101000	101000	November Payroll
	Tim Stockdale			101000	November Payroll
	AFLAC	8	228.80	101000	Payroll deductions
	Electronic Payment		3,779.74	101000	Federal, Social Security and Medicare Withholding
	NCPERS	\$	32.00	32.00 101000	Life Insurance Premiums
	PERSI	\$ 4	4,771.53 101000	101000	Persi Contribution
	State Tax Commission	8	523.00 101000	101000	State withholding
	City of Plummer	49	620.06 101000	101000	Crusher electricity
	Ziply Fiber	8	158.16	101000	Phone and internet
	City of Plummer	8	325.13 101000	101000	Shop: 279.03; Crusher: 46.10
	Ed-Ka Manufacturing	-	,380.00 101000	101000	Plow add-on -hydraulic arm
	Idaho Association of Hwy Dists		1,802.28 101000	101000	2024 Dues
	LHTAC	8	627.23 101000	101000	Reimbursement from grant
	St Maries Auto Parts	8		101000	Oil filter
	Outlaw Repair	\$	292.93	101000	Repair on grader and snow plow cylinder
	Pape Machinery	1		101000	Oil filter; bearing; wiper motor; crimps; hose
	St Joe Oil Company, Inc	-	,917.88	101000	Diesel
	Utiility Trailer	8	458.03	101000	Volvo oil pan
	Western States Equipment Co		2,481.90 101000	101000	Grader bits
	Eugene Zito	8	92.35	92.35 101000	December Payroll
	Jack Denny	8	92.35	92.35 101000	December Payroll
	Roger Cool	8	92.35	92.35 101000	December Payroll
	City Service Valcon	8	519.78	101000	Gas
	Outlaw Repair	-	,572.05	101000	Ford dump truck stage cylinder repair
200	Pape Machinery	\$ 1,	1,137.44 101000	101000	Mushrooms for plow;
	Elan Financial	\$ 1,	1,104.65 101000	101000	Employee gifts; pizza for WHD lunch; oil filters; air filters; QB payroll usage fee
- 1					
┑			State of the state of		

\$38,396.23
We that the above check register is an accurate representation of checks written as payment for goods or services actually received by Plummer Gateway Highway District.

mnissioners authorizes payment for the goods and services provided to frummer-Gateway Highway District as represented on the above check register.

Chairman

Eugene Zito, Commissioner

Jack E. Denny, Chairman

Page 1 of 1

PLUMMER-GATEWAY HIGHWAY DISTRICT RESOLUTION 2024-01

FEE SCHEDULE

WHEREAS, Plummer Gateway Highway District Commissioners have deemed that the implementation of fees is necessary to protect the interests of the Highway District;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners the attached fee schedule shall become effective immediately.

RESOLVED this 18th day of December, 2023.

PLUMMER GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS

Jack Denny Chairman

Paul Zito, Commissioner

Roger Cool, Commissioner

ATTEST:

Danae Floch, Clerk

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	ADOPTED FEE SCHEDULE	Includes
APPROACH PERMIT	\$250	Admin, Prelim & Final Inspection (2 inspections). Additional inspections exceeding are \$100 per inspection.
MINOR SUBDIVISION FEE IN-LIEU OF CONSTRUCTING ADJOINING ROADWAY OR SAFETY IMPROVEMENTS	\$7,500/additional lot created	The fee adjusts annually based on the CPI Index
ASPHALT CUT FEE	\$500 plus \$2.40/SY chip seal	Patch fee plus \$2.40/SY for the chip seal
	ADOPTED MINIMUM NON- REFUNDABLE FEE	Includes
MAJOR SUBDIVISION REVIEW	\$2,500	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
MINOR SUBDIVISION REVIEW	\$500	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
ENCROACHMENT PERMIT	\$350	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
ABANDONMENT AND VACATION REQUEST	\$1,000	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
ROAD VALIDATION	\$1,000	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
ADMINISTRATIVE APPEAL	\$1,000	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
SITE DISTURBANCE PERMIT	\$350	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
VARIANCE REQUEST	\$350	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
STAFF TIME BILL TOWARDS DEPOSITS @ ADJUSTED LOADED WAGE	Hourly rates	Hours Billed
PRE-DEVELOPMENT REVIEW FEE	\$350	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.
COMMERCIAL DEVELOPMENT REVIEW FEE	\$500	District Administration, Director Review, and District Inspections. Contracted professional services costs are not included in the deposit and must be paid in addition to the non-refundable fee.

PLUMMER-GATEWAY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING December 18, 2023 9:16 A.M.

MINUTES

Chairman Denny called the meeting to order with Commissioner Roger Cool and Commissioner Paul Zito present. Also present were Road Supervisor Jeff Willard and Clerk Danae Floch.

Also present:

Chad Haeg, Lovell Valley Road

Approval of Agenda*Action Items

Cool MOVED to accept the agenda as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on Agenda

Chairman Denny asked if any board member had a conflict of interest with any item on the agenda. Zito and Cool indicated no conflict.

Approval of Minutes*Action Item

Cool MOVED that the minutes of the November 20, 2023 meeting be accepted as presented. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No public was in attendance.

Old Business

Resolution 2024-01 - Fee Schedule*Action Item

Zito MOVED to adopt Resolution 2024-01 – Fee Schedule as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

New Business

Declaration of Vacancy, Sub-District 2*Action Item

Denny submitted his resignation. Based upon his resignation, there is a vacancy in sub-district 2.

Cool declared the Sub-District 2 vacancy due to Denny's resignation. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING December 18, 2023 Page 2

Appointment of Commissioners, Sub-District 2*Action Item

Zito and Cool accepted Denny's resignation and thanked him for his years of service to the District. Floch did the same and told Denny he has served as commissioner for 40 years to the month.

A retirement party is scheduled for Denny for January 19, 2024 at the Coeur d'Alene Casino.

Cool MOVED to appoint Chad Haeg as the new commissioner for Sub District 2. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Oath of Office - Commissioner, Sub-District 2

Haeg read and signed his oath of office.

Update Bank Account Signers*Action Item

Hoover does not have the audit wrapped up to make recommendations. Hoover discussed taking Floch off the bank accounts. With the changing of the commissioners, Zito will be added.

Issued was tabled until instructions from Hoover are received. For now, Zito will be added to the bank accounts in the new year with Cool. Denny will be removed. Floch is to be determined. Haeg will remain off the bank accounts to be able to review the bank statements as an impartial party.

Clerk's Report

Floch talked with Weeks regarding selling the pits over in Fairfield country. They must be declared surplus, be appraised, offered to adjacent property owners, and then if no adjacent property owners want to purchase it, it can be sold as real property.

Discussion was held.

The Road & Street Report will be finished this week and submitted to the state.

Floch asked for permission to purchase half of AssetKeeper with Worley Highway District. Discussion was held but permission was not granted.

Supervisor's Report

Highland Enterprise is finished crushing at the Ellis pit.

Crew is a little slow; the District borrowed Worley's wood chipper.

Bills Presented for Approval*Action Item

Zito MOVED to accept the bills as presented. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Cool will be unable to meet on January 15, 2024 so the meeting was re-scheduled for Tuesday, January 16, 2024.

BOARD OF COMMISSIONERS REGULAR MEETING December 18, 2023 Page 3

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 10:00am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Roger Cool, Chairman

Date

PLUMMER GATEWAY HIGHWAY DISTRICT CHECK REGISTER

Ch No Vendor No. Joint Pa	Joint Payee Name	CHECK REGISTER Amount	Cash Acct	Goods/Services Paid For
		\$ 1,272.78	101000	December Payroll
Jeff Willard		\$ 4,513.41 101000	101000	December Payroll
Kim Rambo		\$ 3,809.74 101000	101000	December Payroll
Tim Stockdale			101000	December Payroll
COOROG Roger Cool		\$ 387.52 101000	101000	Convention 2023 mileage
		\$ 228.80	101000	Payroll deductions
Electronic Payment	ment		101000	Federal, Social Security and Medicare Withholding
NCPERS			32.00 101000	Life Insurance Premiums
PERSI		\$ 5,339.34 101000	101000	Persi Contribution
State Tax Commission	mission		650.00 101000	State withholding
95 Tire Pros		1819.2	1819.2 101000	Tires for green snowplow truck; flat repair; grader tire repair
City of Plummer	er.	\$ 358.67	358.67 101000	Shop utilities
City Service Valcon	alcon		101000	Gas
Dobbs Peterbuilt	uilt	\$ 41.48	41.48 101000	Air valve for Volvo
Highland Enterprise	rprise	\$ 146,257.00 101000	101000	Ellis pit crushing
St Maries Auto Parts	Parts	\$ 27.27	27.27 101000	Oil filter
HOOSCO Scott Hoover		\$ 4,200.00 101000	101000	FY23 Audit
	Western States Equipment Co		101000	Bits for snow plow
	ette	\$ 178.09		Annual Meeting Legal Notice and Annual Street & Road Report Legal Notice
			101000	
Mary Richter CPA	SPA	\$ 625.00	101000	Audit Prep
HAECHA Chad Haeg		\$ 85.64	85.64 101000	January Payroll
Eugene Zito		\$ 92.35	92.35 101000	January Payroll
COOROG Roger Cool			92.35 101000	January Payroll
			The second secon	

\$178,548.39 \$178,5

Clerk issioners authorizes payment for the goods and services provided Optimmer-Gateway Highway District as represented on the above check register.

Eugene Zito, Commissioner

Roger Cool, Commissioner