


PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
January 15, 2018 ²⁰¹⁸ 
4:08 P.M.

MINUTES

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

Approval of Agenda

Zito MOVED that the agenda be approved as written. Denny 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. Commissioner Zito indicated no conflict.

Approval of Minutes

Zito MOVED that the minutes of the December 18, 2017 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy

The policy was tabled until Cool could be present.

New Business

INB Corporate Resolution

The Commissioners signed the INB Corporate Resolution.

Zito MOVED that the INB Corporate Resolution be signed by Denny, assigning corporate powers as specified to Cool, Denny, and Floch. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Street and Road Report

The Commissioners were given the Annual Street and Road Report.

Zito MOVED that the Street and Road Report be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING

January 15, 2017 2018 *DF*

Page 2

Clerk's Report

Char Ragan came and helped with W2/W3 & 1099/1096. She found several errors that Peachtree was making that will need to be amended with the IRS. Floch is resolving the problems and no fines will be incurred. W2s and 1099s will be done next week.

However, because of the way Richel was taking AFLAC out of Stockdale's pay we were responsible for the employer portion of taxes to the IRS for the money AFLAC was paying him. The District did not pay them in Spring 2017 when needed so we may incur some fines because of that. We may also be responsible for taxes from 2016 that Richel did not report. This will be resolved with the new payroll system in QuickBooks.

The audit should be done by the end of January, early February. Hoover sent a draft to Mary Richter and Floch and Richter approved it. I think Hoover is wrapping up some loose ends and it should be done.

I talked with the attorney from ICRMP for about an hour last week and she said it would not be in the best interest of the District to terminate employment at this time. She said that should he come back to work and demand light duty or other accommodations that would burden the District then we may have a case and she would review that when the time comes. She was supposed to compose a letter and have it ready for you by tonight but I have yet to see it.

Zito MOVED that the new personnel policy be reviewed by Katharine Brereton of Law City Law before it is adopted. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Supervisor's Report

Rambo returned to work today 1/15/2017.

Willard and the Commissioners reviewed specs for a new loader-both for the loader and financially.

The loader issue was tabled until Cool could be present.

When the crew is not chasing water or plowing and sanding roads, they are working in the shop.

Bills presented for approval

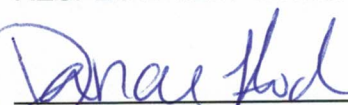
Zito MOVED that the bills be approved for payment as presented on the check registers. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment

Zito MOVED to adjourn the meeting. Denny SECONDED the motion. The meeting was adjourned at 5:12 p.m.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

BOARD OF COMMISSIONERS REGULAR MEETING

January 15, 2017 ~~2017~~ 2018 ²⁰

Page 3

APPROVED BY:

Jack Denny
Jack Denny, Chairman

2-19-18
Date

Date: February 2018

PLUMMER GATEWAY HIGHWAY DISTRICT

CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		2,807.46	101000	Payroll Deductions
	EFTPS		30.60	101000	Adjustment to Quarter 3 2017 taxes due to Aflac payment to Stockdale
	EFTPS		494.70	101000	Adjustment to Quarter 1 2017 taxes due to Aflac payment to Stockdale
413	FLODAN	Danae Floch	617.13	101000	January Payroll
414	RAMKIM	Kim Rambo	2,121.78	101000	January Payroll
415	WILJEF	Jeff Willard	3,231.08	101000	January Payroll
416	STOTIM	Tim Stockdale	449.11	101000	January Payroll
6653	WILROD	Rod Willard	3,019.77	101000	January Payroll
6654	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6655	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6656	PERSI	PERSI	1,825.83	101000	Persi Contribution
6657	STATAX	State Tax Commission	498.00	101000	State Taxes
6658	ZITEUG	Eugene P. Zito	85.56	101000	February Payroll
6659	DENJAC	Jack Denny	92.35	101000	February Payroll
6660	95TIRE	95 Tire Pros	1,520.00	101000	Tires for pickup and dump truck
6661	BENAUT	Benawah Auto	17.05	101000	Lights for lowboy
6662	BENMAR	Benawah Market	282.93	101000	Spray paint for lowboy; toilet paper
6663	BLURIB	Blue Ribbon	25	101000	Coveralls
6664	CITPLU	City of Plummer	384.38	101000	Electricity; water; sewer garbage at shop; electricity at pit
6665	CITSER	City Service Valcon	222.68	101000	Gasoline
6666	FRONTIER	Frontier	121.40	101000	Phone, Fax, Internet
6667	HOFMAN	Hoffman Manufacturing	150.00	101000	Grates for plow truck
6668	IDARIG	Idaho Rigging	28.30	101000	Chainsaw gas and chain
6669	IDASTA	Idaho State Insurance Fund	9203.00	101000	State Insurance Fund Policy Year 2018
VOID	VOID	VOID		101000	VOID
6671	NAPA	St. Maries Auto Parts	567.34	101000	Oil & Air filter for broom; rotors and pads for 99 pickup; reflective tape for lowboy; WD40
6672	PACSTE	Pacific Steel	1,145.96	101000	Plate for bottom of pup
6673	PLUHAR	Plummer Hardware	5.97	101000	Flagging tape
6674	RICMAR	Mary Richter	337.50	101000	Road and Street Report/Finishing up audit materials help
6675	SCOHOO	Scott Hoover	3,650.00	101000	2017 Audit Services
6676	SIMCON	Charyl Ragan	175.00	101000	Payroll help
6677	STJOEOIL	St. Joe Oil	2,469.00	101000	Diesel and Oil
6678	VERIZON	Verizon	97.97	101000	Cell Phone Service
6679	INB-VISA	Visa	308.42	101000	W2 printing capabilities; postage; payroll; sawsall blades; water heater element; gloves
6680	WESPET	Western Peterbuilt	7.89	101000	Speed control switch
			\$36,175.31		

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.

Clerk

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

Jack E. Denny, Chairman

Eugene Zito, Commissioner

Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
February 19, 2018
4:09 P.M.**

MINUTES

Chairman Jack Denny called the meeting to order with Commissioners Roger Cool and Paul Zito present. Also present was Road Supervisor Jeff Willard, Operator Tim Stockdale, and Clerk Danae Floch.

Approval of Agenda

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes

Zito MOVED that the minutes of the January 15, 2018 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy

Personnel policy was sent to Lake City Law Group's Katherine Brereton for review. An engagement letter was received and reviewed. Please see **Engagement Letter-Katherine Brereton** for more information.

New Business

Loader

Discussion was held about loaders-specifications and costs. Discussion was held about the condition of all equipment to make sure that the District could handle the expense of purchasing a new loader.

Cool MOVED that the District purchase a 624K Loader from John Deere with snowplow under their lease purchase contract so long as the total purchase price is lower than \$206,000. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING

February 19, 2017 2018 (H)

Page 2

Engagement Letter-Katherine Brereton

The Commissioners read the engagement letter from Brereton concerning the Personnel Policy and decided to have her review the Personnel Policy.

Zito MOVED that the District hire Katherine Brereton to review the Personnel Policy. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch asked that the District cell phone contract be terminated, saving the District approximately \$1,200 per year.

Zito MOVED that the cell phone contract be terminated. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Quickbooks is working great. There were some problems with PERSI contributions during January's payroll but Floch is working with Ragan to remedy the situation.

The Strategic Initiatives grant that Cleveland applied for was void because it needed to be contract work.

Supervisor's Report

Stockdale told the Commissioners he should be back to work in April but he was unsure how much he would be able to do. He must be cautious due to the delicacy of his condition; he still has some pain and numbness in his back and legs.

Stockdale left the meeting at 4:40pm.

Willard asked the Commissioners how much magnesium chloride to order for the spring. Willard suggested 3 loads and save the other \$10,000 for chips. The Commissioners agreed to 3 cars.

Cool suggested Willard look at Minaloosa Valley after it rains. There are some issues with crowning. Willard has been talking with Dustin Howe from Worley Highway District on how to remedy the condition of the road. A suggestion was to lay asphalt in the middle of the road and then go over it with another high flow.

Bills presented for approval

Cool MOVED that the bills be approved for payment as presented on the check registers. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Discussion was held about Stockdale's condition.

Adjournment

BOARD OF COMMISSIONERS REGULAR MEETING

February 19, 2017 ²⁰¹⁸

Page 3

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 6:21 p.m.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

3-19-18
Date

Date: March 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
			2,829.72	101000	Payroll Deductions
417	EFIPS	Danae Floch	380.19	101000	February Payroll
418	FLODAN	Jeff Willard	2,826.45	101000	February Payroll
419	WILJEF	Kim Rambo	2,780.06	101000	February Payroll
420	RAMKIM	Tim Stockdale	358.05	101000	February Payroll
6681	STOTIM	Rod Willard	2,955.84	101000	February Payroll
6682	WILROD	AFLAC	150.15	101000	Payroll Deductions
6683	AFLAC	NCPERS	32.00	101000	Life Insurance Premiums
6684	NCPERS	PERSI	1,907.01	101000	Persi Contribution
6685	PERSI	State Tax Commission	518.00	101000	State Taxes
6686	STATAX	95 Tire Pros	522.68	101000	Tires
6687	95TIRE	Benewah Auto	9.5	101000	Propane
6688	BENAUT	Benewah Market	147.41	101000	Spray paint for pup; toilet paper;
6689	BENMAR	Blue Ribbon	25.00	101000	Coveralls
6690	BLURIB	City of Plummer	332.54	101000	Water, sewer, garbage, electricity for shop and electricity for crusher
6691	CITPLU	City Service Valcon	322.86	101000	Gas
6692	CITSER	Fastenal Company	24.08	101000	Handle for grinder
6693	FASTENAL	Fleet Parts & Service	16.59	101000	Seal kit
6694	FLEPAR	Frontier	121.45	101000	Phone, fax, internet
6695	FRONTIER	Idaho Rigging	129.62	101000	Chainsaw chain; files; bar oil
6696	IDARIG	Idaho State Insurance Fund	3,693.00	101000	Workman's Compensation Insurance
6697	IDASTA	Pape Machinery	68.93	101000	Bolt kit; section; power cord
6698	PAPE	Idaho Chapter of Prima	35	101000	Floch's enrollment in Prima Risk Management Class
6699	PRIMA	Scott Manes	250.00	101000	Fuel tank
6700	MANSCO	St Joe Oil Company	1,708.02	101000	Diesel
6701	STJOE	Verizon Wireless	97.97	101000	Cell Phone Service
6702	VERIZON	Visa	247.46	101000	Road Camera; payroll services; safety meeting meal
6703	VISA	Eugene Zito	85.56	101000	March Payroll
6704	ZITEUG	Jack Denny	92.35	101000	March Payroll
6705	DENJAC	Roger Cool	92.35	101000	March Payroll
			\$22,759.84		

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.

Eugene Zito, Clerk

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

Jack E. Denny, Chairman

Eugene Zito, Commissioner

Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
RESOLUTION 2018-01**

AUCTION EQUIPMENT

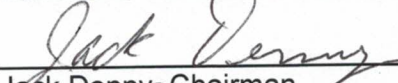
WHEREAS, the Board of Commissioners of the PLUMMER-GATEWAY HIGHWAY DISTRICT found that the equipment described herein is no longer useful to the Plummer-Gateway Highway District and the Board finds it in the best interest of the public to sell the equipment; and

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

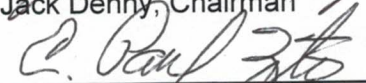
NOW THEREFORE BE IT RESOLVED, that the Plummer-Gateway Highway Board of Commissioners decided to declare the 1973 Case Loader as surplus.

RESOLVED this 3rd day of April, 2018.

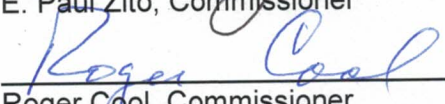
**PLUMMER GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS**



Jack Denny, Chairman



E. Paul Zito, Commissioner



Roger Cool, Commissioner

ATTEST:



Danae Floch, Clerk

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
March 19, 2018
4:00 P.M.**

MINUTES

Chairman Jack Denny called the meeting to order with Commissioners Roger Cool and Paul Zito present. Also present was Road Supervisor Jeff Willard, Operator Tim Stockdale, and Clerk Danae Floch.

Approval of Agenda

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes

Cool MOVED that the minutes of the February 19, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

New Business

Stockdale, Tim

The Commissioners asked Stockdale how he was feeling and asked if he would be ready to return to work as April approached. Stockdale's doctor's appointment was not until the 29th so he could not tell him if he would be released but told the Commissioners he was feeling good. The Commissioners made it clear to Stockdale that there was no light duty work and he would need to be released from his doctor for full duty. Stockdale agreed.

Policy Regarding Personal Property on Right-of-Way

Discussion was held regarding mailboxes, gates, and fences on District right-of-way. The Commissioners suggested Floch call ICRMP to see if they've dealt with these issues.

Discussion was held about a fence on District right-of-way on Agte Road; this property may come up for sale in the future and the Commissioners asked Willard to contact the current owners and let them know they need to inform the new buyers the fence will have to be moved off of the right-of-way.

Surplus Equipment

BOARD OF COMMISSIONERS REGULAR MEETING

March 19, 2018

Page 2

Discussion was held about surplus equipment including the 1973 Case Loader and the 1986 Ford 9000.

Cool MOVED that the proper steps be taken to sell the 1973 Case Loader by sealed bid. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Cool MOVED that 1986 Ford 9000 be sold to Benewah County for \$5000.00. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch presented an updated check register for February to the Commissioners for signatures. Check #6670 was VOIDED because the invoice was billed to the wrong customer. The check was not sent and a credit will be placed on the account.

The Commissioners asked Floch for an updated equipment list. One was sent home with them at the end of the meeting.

Rod Willard was not able to work the month of March because of PERSI regulations. He may work for less than 20 hours each week indefinitely or he may work for 4 months, 28 days and take 30 days off indefinitely.

The District received a \$100,000.00 grant from LHTAC for a 4 mile chip seal on Fairfield Road. Funds will be received and construction done in fiscal year 2019.

Supervisor's Report

The new loader is still not ready. It should be here in April.

Three cars of magnesium chloride have been ordered. It will be laid around the 3rd week of May.

It's been too wet to grade and there's been little snow so Willard and Rambo have been working on equipment and shop maintenance.

Bills presented for approval

Commissioners Comments

Adjournment

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 6:16 p.m.

RESPECTFULLY SUBMITTED BY:


Danae Floch / Clerk

APPROVED BY:

BOARD OF COMMISSIONERS REGULAR MEETING

March 19, 2018

Page 3



Jack Denny, Chairman

4-16-18
Date

PLUMMER GATEWAY HIGHWAY DISTRICT


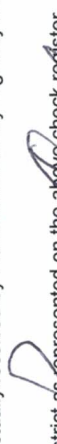
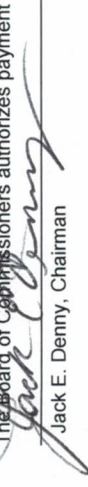

CHECK REGISTER

Date: April 2018

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		2,176.04	101000	Payroll Deductions
421	FLODAN	Danae Floch	440.41	101000	March Payroll
422	WILJEF	Jeff Willard	3,065.75	101000	March Payroll
423	RANKIM	Kim Rambo	3,006.52	101000	March Payroll
424	STOTIM	Tim Stockdale	359.55	101000	March Payroll
6706	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6707	PERSI	PERSI	2065.61	101000	Persi Contribution
6708	STATAX	State Tax Commission	387.00	101000	State Taxes
6709	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6710	95TIRE	95 Tire Pros	735.00	101000	Truck tires
6711	BENAUT	Benewah Auto	30.48	101000	Gloves
6712	BENMAR	Benewah Market	6.07	101000	Spray paint
6713	BLURIB	Blue Ribbon	25.00	101000	Coveralls
6714	CITPLU	City of Plummer	397.12	101000	Electricity at pit, electricity, water, sewer, garbage for shop
6715	CITSER	City Service Valcon	194.58	101000	Gas
6716	FRONTIER	Frontier	120.97	101000	Phone, fax, and internet
6717	IDASTA	Idaho State Insurance Fund	3693	101000	Workman's compensation new installment payment for 2018
6718	ODBCOM	Old Dominion Brush Company	514.87	101000	Brushes for broom
6719	PAPE	Pape Machinery	157.44	101000	Hose and elbow fittings; hose, plug for grader
6720	STJOE	St Joe Oil Company	1,530.05	101000	Diesel
6721	STMGAZ	St Maries Gazette	65.56	101000	Legal notices for surplus equipment
6722	USPS	USPS	116.00	101000	PO Box rental
6723	INB-VISA	Visa	160.15	101000	Virus software updates on both computers; micro sd card for truck camera; qb payroll
6724	ALLELE	Alistar Electric	97.85	101000	Battery for tractor
6725	FLODAN	Danae Floch	60.48	101000	Mileage to BTPT x 2 & INB-Rockford x 1
6726	ZITOEUG	E. Paul Zito	171.12	101000	April payroll
6727	DENJAC	Jack Denny	184.70	101000	April payroll
6728	COOROG	Roger Cool	184.70	101000	April payroll
			\$20,128.17		

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.

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

 Clerk
 Roger Cool, Commissioner
 Jack E. Denny, Chairman
 Eugene Zito, Commissioner

PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
PUBLIC HEARING
April 3, 2018
8:00 A.M.

MINUTES

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

Approval of Agenda

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Public Comments

No one was present to comment.

Old Business

New Business

Resolution 2018-01 Declaration of Surplus Equipment

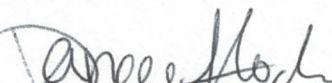
Cool MOVED to accept Resolution 2018-01 Declaration of Surplus Equipment for the 1973 Case Loader. Zito SECONDED the motion.

Commissioners Comments

Adjournment

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 8:06 a.m.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

4-16-18
Date

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		Company/Developer	Request to speak		Optional
		Yes	No		Yes	No	
Bill Weems	886 C St. Plummer, ID 8355	<input checked="" type="checkbox"/>	<input type="checkbox"/>	City of Plummer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other
		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
April 16, 2018
4:08 P.M.**

MINUTES

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

Bill Weems, Mayor of Plummer

Approval of Agenda

Zito MOVED that the agenda be amended to include **Open Bids for 1973 Case Loader**. Cool 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes

Cool MOVED that the minutes of the March 19, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Cool MOVED that the minutes of the April 3, 2018 Public Hearing minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy

Floch informed the Commissioners that Brereton's review of the personnel policy should be done by the end of May.

Policy regarding Personal Property on Right-of-Way

Floch has an email into Carl from ICRMP.

New Business

City of Plummer – Bill Weems

Weems came to the Commissioners for advice regarding road maintenance. Willard suggested taking one road at a time and putting the money into each one until its ready. Willard also suggested the City of Plummer talk with the Coeur d'Alene Tribe to use their Durapatcher.

BOARD OF COMMISSIONERS REGULAR MEETING

April 16, 2018

Page 2

Cool suggested Weems set up traffic counts before he make any decisions. The Commissioners suggested that after road counts were taken and streets prioritized that all asphalt be bladed up, gravel laid down and magnesium chloride applied.

Discussion was held to help Weems with some of his road issues.

Mr. Weems left the meeting at 4:26 pm.

Open Bids for 1973 Case Loader

The following bids were opened at 4:58 pm:

Hard Rock	\$15,000.00 in rock
-----------	---------------------

Cool MOVED that the bid from Hard Rock be accepted. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

The Commissioners asked Willard to contact Hard Rock.

Clerk's Report

Floch informed the Commissioners about a patron who called last week upset that we do not maintain Crestview Lane off of the Fairfield Road. Floch spoke to the man and informed him that it was a private road and it was not the responsibility of the District to maintain it. She emailed him documentation that neither the District nor Benewah County is responsible for maintenance. She extended an invitation to all Board of Commissioner's meetings to the patron. She has heard no further from said patron.

Floch and Willard decided that since Walter Floch has discontinued use of the District for coverall use that the District would forego Blue Ribbon's services. Floch will purchase some disposable coveralls for the crew to use should the need arise.

Floch informed the Commissioners that she has asked Willard and the crew to stop charging at the Benewah Auto/Market because of the inaccuracies. Floch talked with Mary Ritcher and they decided this would be the best course of action. The account will remain open in case the crew needs supplies and Floch or Willard are unavailable.

Floch asked permission to book hotel rooms for the 2018 Convention in Coeur d'Alene. The Commissioners gave their permission.

Supervisor's Report

Willard has been working on Agte Road and Coon Creek Road with fences on right-of-way. The Commissioners asked Zito to talk with the land owner on Agte to see if they might consider moving a couple of their posts to make the corner softer.

Willard and the crew are going to be working on Coon Creek Road this spring/summer.

The crew has been grading as the weather allows. They'll lay magnesium chloride in May.

Stockdale seems to be doing well. Today was his first 10 hour day back.

BOARD OF COMMISSIONERS REGULAR MEETING

April 16, 2018

Page 3

Commissioners Comments

Bills presented for Approval

Cool MOVED that the bills be approved for payment as presented on the check registers. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 5:45 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

5-21-18
Date

Date: May 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		2,808.64	101000	Payroll Deductions
425	FLODAN	Danae Floch	639.23	101000	April Payroll
426	WILJEF	Jeff Willard	2,946.61	101000	April Payroll
427	RAMKIM	Kim Rambo	2,893.81	101000	April Payroll
428	STOTIM	Tim Stockdale	1,632.92	101000	April Payroll
6729-6730	VOID	VOID	VOID		
6731	STOTIM	Tim Stockdale	717.04	101000	April Payroll
6732	WILROD	Rod Willard	432.81	101000	April Payroll
6733	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6734	NCBERS	NCBERS	32.00	101000	Life Insurance Premiums
6735	VOID	VOID	VOID	101000	
6736	STATAX	State Tax Commission	413.00	101000	State Taxes
6737	PERSI	PERSI	2,747.20	101000	Persi Contribution
6738	STOTIM	Tim Stockdale	139.75	101000	Persi loan repayment from April withholding
6739-6745	VOID	VOID	VOID		
6746	95TIRE	95 Tire Pros	1112.9	101000	Dismount and Mount 2 tractor tires
6747	ALLELE	Alistar Electric	115.76	101000	Battery for Broom
6748	AMEMOB	American Mobile Drug Testing	75.00	101000	Drug/Alcohol Testing
6749	BENMAR	Benawah Market	7.17	101000	Chain
6750	BREELE	Brent's Electric	190	101000	Wired new cone conveyor belt motor
6751	BROBEA	Brown Bearing	219.45	101000	Tools for shop
6752	CITPLU	City of Plummer	300.91	101000	Water, sewer, garbage, electricity at shop and electricity at pit
6753	CITSER	City Service Valcon	177.14	101000	Gas
6754	DYKMAN	Dykman Electrical Inc	654.93	101000	Motor and motor base for crusher
6755	FLODAN	Danae Floch	134.40	101000	Mileage reimbursement
6756	FRONTIER	Frontier	121.00	101000	Phone, fax, internet
6757	OXARC	Oxarc	37.38	101000	Oxygen
6758	PAPE	Pape Machinery	97.54	101000	Elbow fitting; gasket
6759	RUPRAY	Ray Rupercht	300.00	101000	Permit approach #128 reimbursement
6760	SPOHOU	Spokane House of Hose	132.64	101000	Couplers and bolts for mag truck; locrite
6761	STJOEOIL	St Joe Oil	269.50	101000	Diesel
6762	INB-VSA	Visa	926.98	101000	Office chairs; phones; payroll expense; safety meeting; hotel rooms for convention; tools
6763	WORHIG	Worley Highway District	1,151.21	101000	Maintenance of Williams and Rose Creek Roads
6764	EUGZIT	Eugene Zito	85.56	101000	May Payroll
6765	DENJAC	Jack Denny	92.35	101000	May Payroll
6766	COOROG	Roger Cool	92.35	101000	May Payroll
			\$21,847.33		

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.

Jack E. Denny, Clerk
 The Board of Commissioners authorizes payment for the goods and services provided by Plummer-Gateway Highway District as represented on the above check register.
Eugene Zito, Commissioner
Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
May 21, 2018
4:08 P.M.**

MINUTES

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

Approval of Agenda

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes

Cool MOVED that the minutes of the April 16, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy

Floch informed the Commissioners that Brereton's review of the personnel policy should be done by the end of May.

Policy regarding Personal Property on Right-of-Way

Carl Ericson from ICRMP returned Floch's email. Commissioners were presented with the email response. ICRMP will pay out torts regarding mail boxes on right-of-ways but if there are torts filed for fences, gates, or other larger items on right-of-ways, the filer will need to pursue litigation.

Willard has not been able to contact Pierce regarding Freeburg's fence on Agte Road. Zito told Willard he will talk to Freeburg probably this week or next.

New Business

Lia Berg Duplex Property

Willard was approached by the power of attorney for Lia Berg, the woman who owns the property adjacent to the District's Plummer shop. He would like to give the District the property for a nominal sum. He did not mention how much money would be exchanged.

BOARD OF COMMISSIONERS REGULAR MEETING

May 21, 2018

Page 2

The POA asked the District to pay for the title policy and the POA would pay any liens that should be found.

Discussion was held about how long the crew would need to take down the building. Siding would need to be stripped off and hauled to recycling. The rest would need to be hauled to the dump in St. Maries.

Willard is concerned about hazardous materials.

Zito MOVED to have the Berg Duplex inspected for hazardous materials and Willard was given the authority to hire an inspector. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Discussion was held regarding new legislation regarding public meeting laws.

*Reminder – IAHD Regional meeting 11:30 at Best Western Inn in CDA Thursday 5/31.

Mary Richter will be brought in to help create the 2019 budget. The Commissioners told Floch to plan for a contingency fund this year.

Charyl Ragan has been helping Floch through Aflac and 941 issues.

Floch has attended Budget, PERSI, and Prima training this month.

Supervisor's Report

Three cars of magnesium chloride were laid the week of the 7th.

The crew helped Benewah County lay 6 cars of mag last week.

The conveyor belt motor of the crusher was replaced.

The new loader is in Spokane and is being plumbed for the plow; it should be delivered sometime next week.

Stockdale has been working consistently and seems to be doing better.

The crew has crushed enough for the overlay of the Minaloosa Valley Road and a project on Boswell.

The crew is currently working on Coon Creek Road because there are more houses being built up there and it has been a project in the plans for a while.

The crew will be replacing culverts and crushing rock as time allows.

Commissioners Comments

Bills presented for Approval

Cool MOVED that the bills be approved for payment as presented on the check registers. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING

May 21, 2018

Page 3

Adjournment

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 5:16 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

6-18-18
Date

PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING
May 31, 2018
10:00 A.M.

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Public Comments

No one was present to comment.

New Business

Lia Berg Duplex Property*Action Item

Cool MOVED to move forward with the acquisition of the Lia Berg Duplex Property barring that the "nominal fee" that Lia Berg's POA (Brandon Lever) is not unreasonable and that should the title search, paid for by the District, bring up any liens, the POA (Brandon Lever) will pay any liens per his letter dated May 1, 2018. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners told Floch to start a title search on the property and to have First American Title draw up a contract for the District to be emailed to Brandon Lever.

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 10:11 am. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman



Date

**PLUMMER-GATEWAY HIGHWAY DISTRICT
RESOLUTION 2018-02**

RECORDS CUSTODIAN

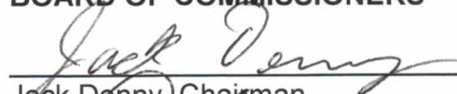
WHEREAS, the Board of Commissioners of the PLUMMER-GATEWAY HIGHWAY DISTRICT found that it was in the best interest of the District to designate a Records Custodian and an alternate Records Custodian; and

WHEREAS, Idaho Code §74-101 provides that a Records Custodian and an Alternate Records Custodian be designated for the District.

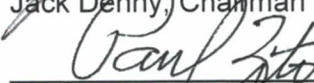
NOW THEREFORE BE IT RESOLVED, that the Plummer-Gateway Highway Board of Commissioners designates the District Clerk, Danae Floch, to be the Records Custodian. The alternate Records Custodian will be the Road Supervisor, Jeff Willard.

RESOLVED this 18th day of June, 2018.

**PLUMMER GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS**



Jack Denny, Chairman



E. Paul Zito, Commissioner



Roger Cool, Commissioner

ATTEST:







Danae Floch, Clerk

**PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER**

Date: June 2018

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		3,435.64	101000	Payroll Deductions
429	FLODAN	Danae Floch	829.71	101000	May Payroll
430	WILJEF	Jeff Willard	3,382.04	101000	May Payroll
431	RAMKIM	Kim Rambo	3,310.08	101000	May Payroll
432	STOTIM	Tim Stockdale	3,068.58	101000	May Payroll
6767	DEECRE	Deere Credit, Inc	44,340.84	101000	2018 John Deere Loader payment-1st installment
6768	WILROD	Rod Willard	285.36	101000	May Payroll
6769	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6770	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6771	PERSI	PERSI	3,411.65	101000	Persi Contribution
6772	STATAX	State Tax Commission	317.00	101000	State Taxes
6773	BENAUT	Benawah Auto	31.40	101000	Brake pads for F350
6774	BENWEE	Benawah County Weed Control	1214.20	101000	Right-of-way weed control
6775	BLOGRE	Greg Blomgren	379.23	101000	Repair a/c in grader
6776	CITPLU	City of Plummer	857.53	101000	Electricity at pit; water, sewer, electricity, garbage at shop
6777	CITSER	City Service Valcon	275.13	101000	Gas
6778	FASTENAL	Fastenal	125.49	101000	Safety vests and hard hats
6779	FRONTIER	Frontier	121.03	101000	Phone, fax, internet
6780	H&H	H&H Express	10.25	101000	Delivery of parts to shop
6781	HOFMAN	Hoffman Manufacturing	226.00	101000	Repair leaks in mag chloride tank
6782	NAPA	St. Maries Auto Parts	482.61	101000	Seals, ignition; bushing, valves, fittings; calipers; rotors
6783	PAPE	Pape Machinery	361.92	101000	Grader a/c parts
6784	PRISM	Prism Environmental	750.00	101000	Abestos testing on Lia Berg Duplex
6785	ROADWISE	Roadwise	32,034.49	101000	Magnesium Chloride
6786	STJOE	St Joe Oil	5,309.85	101000	Diesel and oil
6787	INB-VISA	Visa	157.21	101000	toner and ink for printers; sd card for road camera; stamps; postage; gas
6788	EUGZIT	Eugene Zito	171.12	101000	June Payroll
6789	DENJAC	Jack Denny	184.70	101000	June Payroll
6790	COOROG	Roger Cool	184.70	101000	June Payroll
			\$105,439.91		

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.

 Clerk
The Board of Commissioners authorizes payment for the goods and services provided to Plummer-Gateway Highway District as represented on the above check register.
 Roger Cool, Commissioner
 Eugene Zito, Commissioner
 Jack E. Denny, Chairman

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
June 18, 2018
4:05 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be approved as written. 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the May 21, 2018 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Zito MOVED that the minutes of the May 31, 2018 Special Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy*Action Item

Floch sent out copies of the Personnel Policy to each of the commissioners last week. Discussion was held about changes that needed made. The Commissioners told Floch to make the changes and present a new policy at the next meeting.

Lia Berg Duplex Property*Action Item

Floch has been in contact with Brandon Lever, POA for Lia Berg. He told Floch that they are in a mess with the IRS and the State of Idaho. Floch did not proceed with the title search. The Commissioners told Floch to wait until they hear from Lever before proceeding.

New Business

Resolution 2018-02*Action Item

Floch presented Resolution 2018-02 to the Commissioners regarding designating a Records Custodian.

BOARD OF COMMISSIONERS REGULAR MEETING

June 18, 2018

Page 2

Cool MOVED that the District adopt Resolution 2018-02 designating a records custodian be signed as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch has begun work on the budget for 2019.

Richter will be coming down in July to help with the budget and also to start prep for the audit for the 2018-2019 year.

Floch reviewed new legislation with the Commissioners again.

Supervisor's Report

The crew has been widening Coon Creek. They've hauled 300 loads of material out and now they are starting to haul rock in. Willard rented a breaker to break up the large rocks that were in the road. They created ditches and replaced culverts. They should be done within the next couple of weeks.

The new loader has been working great.

The crew has been crushing rock as needed.

Weeds were sprayed by Benewah County Weed Control 2 weeks ago and mowing will begin this week.

Chip seal on Old Hwy 95 with Worley Highway District will take place in July. Willard will be filling in cracks before the chip seal.

Willard will also be working on the Minaloosa Valley Road where there is no crown. They will be placing a thin layer of asphalt in the dips and then chip sealing over the top of the asphalt.

Commissioner Denny suggested that the southern part of Underpass Road needs attention. Discussion was held about when that maintenance would take place.

Commissioners Comments

Bills presented for Approval

Cool MOVED that the bills be approved for payment as presented on the check registers. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 5:50 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

BOARD OF COMMISSIONERS REGULAR MEETING

June 18, 2018

Page 3

APPROVED BY:



Jack Denny, Chairman

7-16-18
Date

Date: July 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
			2,810.46	101000	Payroll Deductions
433	FLODAN	Danae Floch	471.63	101000	June Payroll
434	WILJEF	Jeff Willard	2,929.44	101000	June Payroll
435	RAMKIM	Kim Rambo	2,882.06	101000	June Payroll
436	STOTIM	Tim Stockdale	2,641.07	101000	June Payroll
6791	WILROD	Rod Willard	342.43	101000	June Payroll
6792	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6793	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6794	PERSI	PERSI	2,961.15	101000	Persi Contribution
6795	STATAH	State Tax Commission	194.00	101000	State Taxes
6796	IRS	Internal Revenue Service	91.8	101000	2018 Quarter 2 941 adjustment
6797	95TIRE	95 Tire Pros	26.13	101000	Dismount and mount tire
6798	ARRCON	Arrow Construction	9440.03	101000	Culverts and culvert bands
6799	CITPLU	City of Plummer	814.10	101000	Electricity at pit; electricity, garbage, sewer, water at shop
6800	CITSER	City Service Valcon	157.77	101000	Gas
6801	FRESAL	Freeburg Sales and Service	17.01	101000	Governor for mack
6802	FRONTIER	Frontier	121.15	101000	Phone, fax, and internet
6803	PAPMAC	Pape Machinery	2,922.76	101000	Breaker rental; bolt; nut; sickle sections
6804	ROCAUT	Rockford Auto	45.38	101000	Oil
6805	INB-VISA	Visa	100.06	101000	Postage of: QB payroll; safety meeting meal; checks
6806	EUGZIT	Eugene Zito	85.56	101000	July Payroll
6807	DENJAC	Jack Denny	92.35	101000	July Payroll
6808	COOROG	Roger Cool	92.35	101000	July Payroll
			\$29,420.84		

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.

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

 Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
July 16, 2018
4:05 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be accepted 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Cool MOVED that the minutes of the June 18, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Old Business

Personnel Policy*Action Item

The newest edition of the personnel policy was mailed to the Commissioners for review. They asked that Floch make sure all the caps were on the sick, vacation, and comp leave.

New Business

Karen Ball-Aflac Representative

Ball presented material to the Commissioners about the AFLAC policies. Discussion was held about the different policies available.

Ms. Ball left at 4:24pm.

The Commissioners asked Floch to discuss options with the crew.

Clerk's Report

Ritcher was down last week to help prepare the L-2 and budget.

A check was sent to the IRS for 91.80 as an adjustment for a shortage on the 2nd quarter 941.

BOARD OF COMMISSIONERS REGULAR MEETING

July 16, 2018

Page 2

The District received an engagement letter from Scoot Hoover. It will be on next month's agenda. His fee for the audit will be \$3700.00.

Supervisor's Report

The new F250 was hit in the parking lot at Marimn Health. ICRMP is working with the other party's insurance to get the claim taken care of. Minimal damage was done but the cost of the estimates was approximately \$1600.00.

The crew has been hauling chips and sanding material from Hard Rock.

The crew has been crushing and stockpiling in the pit.

Accelerated Construction wants the clay/overburden from the pit, approximately 1,000-1,200 yards. He is willing to do the work with his equipment. The Commissioners said that they needed to discuss the situation with Willard before making a decision.

Coon Creek widening project is complete.

Commissioners Comments

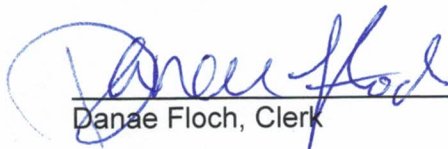
Bills presented for Approval

Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 4:48 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

8-20-18
Date

Date: August 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
		EFTPS	3,206.14	101000	Payroll Deductions
437	FLODAN	Danae Floch	608.76	101000	July Payroll
438	WILJEF	Jeff Willard	3,230.84	101000	July Payroll
439	RAMKIM	Kim Rambo	3,168.41	101000	July Payroll
440	STOTIM	Tim Stockdale	2,927.08	101000	July Payroll
6809	WILROD	Rod Willard	190.24	101000	July Payroll
6810	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6811	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6812	PERSI	PERSI	3,255.44	101000	Persi Contribution
6813	STATAX	State Tax Commission	275.00	101000	State Taxes
6814-6815	VOID		VOID		
6816	PERSI	PERSI	18.11	101000	Underpayment on PERSI contribution
6817-6818	VOID		VOID		
6819	BROBEA	Brown Bearing Division of BDI	445.39	101000	Bearings and chains for crusher
6820	CITPLU	City of Plummer	853.19	101000	Electricity for crusher; electricity, garbage, sewer, water at shop
6821	CITSER	City Service Valcon	153.64	101000	Gas
6822	COEPAV	Coeur d'Alene Paving	1972.08	102000	Asphalt for Minaloosa Valley Road
6823	FLODAN	Danae Floch	57.12	101000	Mileage reimbursement
6824	FRONTIER	Frontier	123.12	101000	Phone, fax, internet
6825	HARROC	Hard Rock	2250.01	102000	Chips
6826	IDAASP	Idaho Asphalt Supply, Inc	21492.62	102000	Oil for chip seal
6827	LAKCIT	Lake City Law	3,060.00	101000	Brereton's work on personnel policy
6828	LAWPRO	Lawson Products	243.17	101000	Hex nuts; washers
6829	NORRAD	Northwest Radiator	2,008.00	101000	Radiator for plow truck
6830	SPOHOU	Spokane House of Hose	149.00	101000	Hoses for dump truck and plow truck
6831	STJOE	St Joe Oil Company	3,063.12	101000	Diesel
6832	INB-VISA	Visa	302.38	101000	Willard hotel for convention; QB payroll fee; gas; food for chip seal crew
6833	WILJEF	Jeff Willard	49.67	101000	Food for chip seal crew
6834	ARRCON	Arrow Construction	60.90	101000	Marking paint; spotter wand
6835	INB-VISA	Visa	6.59	101000	Flapper for toilet
6836	EUGZIT	Eugene Zito	85.56	101000	August Payroll
6837	DENJAC	Jack Denny	92.35	101000	August Payroll
6838	COOROG	Roger Cool	92.35	101000	August Payroll
6839-6840	VOID		VOID		
			\$53,622.43		

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.

Eugene Zito, Clerk
The Board of Commissioners authorizes payment for the goods and services provided to Plummer-Gateway Highway District as represented on the above check register.

Jack E. Denny, Chairman
Eugene Zito, Commissioner
Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
August 20, 2018
4:07 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be accepted 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Cool MOVED that the minutes of the July 16, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

No one was present to comment.

Budget Hearing: Proposed 2018-2019 Budget

ANTICIPATED REVENUE:		
Maintenance & Operation Levy	\$	102,116
Property Tax Replacement	\$	4,704
Special Const/Bridge Levy	\$	100,000
Tort	\$	6,057
Highway Users Revenue	\$	294,000
Forest Reserve Fund	\$	4,000
State Sales Tax	\$	7,850
Interest Income	\$	5,400
Sale of Surplus Equipment	\$	-
Permit Fees	\$	800
Miscellaneous Revenue	\$	11,547
TOTAL ANTICIPATED REVEUE		\$ 536,474
Antic. 10/1/18 Carry Fwd: Undedicated		\$ 129,101
REVENUE TO BE EXPENDED 2018-2019		<u>\$ 665,575</u>
ANTICIPATED EXPENDITURES:		
Labor Expense	\$	219,900
Administration	\$	37,468
Commissioner's Compensation	\$	8,000
Operating Expense	\$	104,300
Road Maintenance	\$	155,000
Road Construction	\$	66,000

BOARD OF COMMISSIONERS REGULAR MEETING

August 20, 2018

Page 2

Asset Acquisitions	\$	58,850	
Tort	\$	6,057	
Contingency Expense	\$	10,000	
TOTAL ANTICIPATED EXPENDITURES			\$ 665,575
REVENUE REQUIRED			

No audience was in attendance to comment on the proposed budget and no written comments were received as well.

Commissioner Zito MOVED that the Proposed Budget for Fiscal Year 2018-2019 be approved as presented. Cool SECONDED the motion. Clerk Floch called the roll with the Commissioners voting as follows: Commissioner Cool: aye; Chairman Denny: aye; Commissioner Zito: aye. The motion PASSED UNANIMOUSLY.

Denny closed the hearing at 4:14 pm.

Old Business

Personnel Policy*Action Item

Discussion was held and changes made about caps for vacation, sick, and compensation time.

New Business

Hoover Engagement Letter*Action Item

An engagement letter from Scott Hoover, CPA, PLLC was received. The proposed amount was \$3,700.00.

Cool MOVED that the District hire Scott Hoover, CPA, PLLC to complete the audit for the 2018 fiscal year. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Strategic Initiatives project will be a chip seal on Agte Road.

Supervisor's Report

Denny asked what kind of chip seal technique they used on Old Hwy 95. Willard explained the process.

Stockdale drove for Eastside Highway District for two weeks. Willard, Stockdale, and Rambo all worked for Worley Highway District off and on throughout the last two months

The crew has been crushing.

The crew hauled all the chips and sanding material from Hard Rock and stockpiled it in the pit.

Accelerated Construction found another place to find clay and will not be taking any from the pit.

Commissioners Comments

BOARD OF COMMISSIONERS REGULAR MEETING

August 20, 2018

Page 3

Bills presented for Approval

Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 5:28 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

Date

PLUMMER-GATEWAY HIGHWAY DISTRICT
RESOLUTION 2018-03

COMPENSATION OF COMMISSIONERS

WHEREAS, Idaho Code 40-1314, Compensation of highway district commissioners, officers, agents and employees, 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, 2018 and for the 2018-19 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.

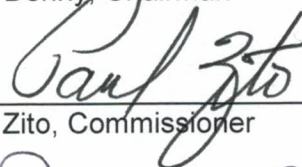
Actual expenses shall be paid in addition to their compensation, upon the presentation of itemized vouchers, signed by the commissioners.

RESOLVED this 17th day of September, 2018.


**PLUMMER GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS**



Jack Denny, Chairman



Paul Zito, Commissioner



Roger Cool, Commissioner

ATTEST:






Danae Floch, Clerk

Date: September 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		3,067.42	101000	Payroll Deductions
441	FLODAN	Danae Floch	471.61	101000	August Payroll
442	WILJEF	Jeff Willard	3,230.84	101000	August Payroll
443	RAMKIM	Kim Rambo	3,168.41	101000	August Payroll
444	STOTIM	Tim Stockdale	2,933.96	101000	August Payroll
6841	WILROD	Rod Willard	190.24	101000	August Payroll
6842	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6843	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6844	PERSI	PERSI	3,300.57	101000	Persi Contribution
6845	STATAX	State Tax Commission	339.00	101000	State Taxes
6846	95TIRE	95 Tire Pros	1524.04	101000	3 new tires and 1 recap
6847	ARRCON	Arrow Construction	4554.74	101000	Culverts and bands
6848	BOLLEL	Leland Boldt	300.00	101000	Approach Permit #135 reimbursement
6849	BROBEA	Brown Bearing	243.20	101000	Bores
6850	CITPLU	City of Plummer	983.13	101000	Electricity at pit; water, garbage, sewer, electricity at shop
6851	CITSER	City Service Valcon	237.49	101000	Gas
6852	DYKMAN	Dykman Electrical	1096.20	101000	Motor and base for crusher
6853	FRONTIER	Frontier	123.00	101000	Phone, fax, internet
6854	H&H	H&H Express	17.04	101000	Delivery of parts from Brown Bearing
6855	ICRMP	ICRMP	6057.00	101000	Annual Insurance Premium for 2018-2019
6856	IDARIG	Idaho Rigging	53.42	101000	Saw chain
6857	JOHBTRA	Johnny B Transport	377.59	101000	Transportation of oil for chip seal
6858	PAPMAC	Pape Machinery	10.04	101000	O rings
6859	RICMAR	Mary Richter	237.50	101000	Accounting services for budget and L2
6860	SPOHOU	Spokane House of Hose	1.17	101000	Interest on Account
6861	STMGAZ	St. Maries Gazette Record	72.16	101000	Publication of legal notice for 2019 budget
6862	INB-VISA	Visa	1,340.32	101000	Hose; pump repair; payroll fees; gas; shovels; creeper
6863	WESPET	Western Peterbuilt	378.76	101000	Muffler and chamber for dump truck
6864	ZITEUG	Eugene Zito	85.56	101000	September Payroll
6865	DENJAC	Jack Denny	92.35	101000	September Payroll
6866	COOROG	Roger Cool	92.35	101000	September Payroll
			\$34,761.26		

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.

 Danae Floch, Clerk
 Eugene Zito, Commissioner
 Roger Cool, Commissioner

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

PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
September 17, 2018
4:04 P.M.

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be accepted 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the August 20, 2018 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Personnel Policy*Action Item

The Commissioners reviewed the Personnel Policy.

Cool MOVED that the Personnel Policy be adopted as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

New Business

Compensation of Commissioners- Resolution 2018-03*Action Item

PLUMMER-GATEWAY HIGHWAY DISTRICT
RESOLUTION 2018-03

COMPENSATION OF COMMISSIONERS

WHEREAS, Idaho Code 40-1314, Compensation of highway district commissioners, officers, agents and employees, 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,

BOARD OF COMMISSIONERS REGULAR MEETING

September 17, 2018

Page 2

NOW THEREFORE BE IT RESOLVED, that beginning October 1, 2018 and for the 2018-19 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 20th day of September, 2018.

Commissioner Cool MOVED that the Commissioner's Compensation shall be as presented . Zito SECONDED the motion. Clerk Floch called the roll with the Commissioners voting as follows: Commissioner Cool: aye; Chairman Denny: aye; Commissioner Zito: aye. The motion PASSED UNANIMOUSLY.

Crestview Lane*Action Item

Mr. Sutton called and asked Floch to ask the commissioners to consider grading Crestview Lane. Mr. Sutton has purchased a plow truck to maintain the road during the winter but he needs it in good condition before winter.

Cool MOVED that the District cannot maintain any road that is not on our inventory because of the liability it would place upon the District. The District will regretfully and respectfully decline his request. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Richter will be down in October for the pre audit work.

The audit with Scoot Hoover is scheduled for November 19-20.

Supervisor's Report

The crew has been crushing. They have been mixing asphalt and shot rock together-in the cooler weather it's crushing very nicely.

The crew has been ditching.

Denny questioned about the condition of Windfall Pass. He said that it seems more wash boarded than normal. Willard suggested he needed to order more mag chloride next year.

Willard warned the commissioners that there is a large culvert out Toetley that will need replaced in the next couple of years. There's a sewer line right under the culvert. He suggested maybe a culvert liner. Discussion was held about possibilities.

Willard asked the commissioners if he can continue looking for a vibratory roller. They gave permission to look.

Bills presented for Approval*Action Item

BOARD OF COMMISSIONERS REGULAR MEETING

September 17, 2018

Page 3

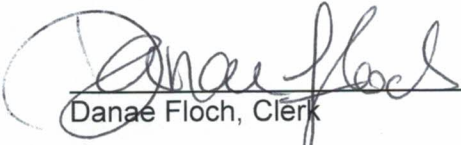
Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 5:03 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

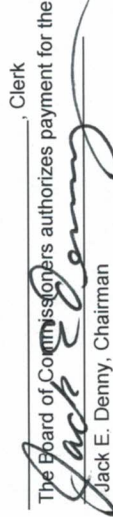
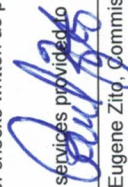
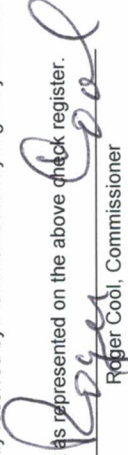
10-15-18
Date

Date: October 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		2,828.34	101000	Payroll Deductions
445	FLODAN	Danae Floch	471.63	101000	September Payroll
446	WILJEF	Jeff Willard	2,929.44	101000	September Payroll
447	RAMKIM	Kim Rambo	2,882.06	101000	September Payroll
448	STOTIM	Tim Stockdale	2,579.50	101000	September Payroll
6867		VOID			
6868	WILROD	Rod Willard	589.75	101000	September Payroll
6869-70		VOID			
6871	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6872	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6873	STATAX	State Tax Commission	284.00	101000	State Taxes
6874	PERSI	PERSI	2,965.49	101000	Persi Contribution
6875	BENAUT	Benawah Auto	14.98	101000	Batteries and washer fluid
6876	BREELE	Brent's Electric	300.05	101000	Wire new conveyor motor and check rotation on crusher
6877	BROBEA	Brown Bearing	106.90	101000	Pillow block bearing
6878	CITPLU	City of Plummer	933.16	101000	Water, electricity, sewer, garbage at shop; electricity at crusher
6879	CITSER	City Service Valcon	36.78	101000	Gas
6880	ED-KA	Ed-Ka Manufacturing	1195.00	101000	Sander chain
6881	FRONTIER	Frontier	124.18	101000	Phone, fax, and internet
6882	H&H	H&H Express	30.04	101000	Transport from Brown Bearing
6883	IAHD	Idaho Association of Highway Districts	2170.00	101000	2018 Convention Registration
6884	LHTAC	LHTAC	70.00	101000	T2 Leadership class attended by Floch
6885	PAPE	Pape Machinery	326.71	101000	Valve and cap
6886	PRIMA	Prima	50.00	101000	Prima training attended by Floch
6887	STJOE	St Joe Oil	2,186.18	101000	Waterized diesel
6888	INB-VISA	INB-VISA	604.19	101000	QuickBooks Annual Subscription; QB payroll fee; toilet paper; file boxes; business cards
6889	ZITEUG	Paul Zito	85.56	101000	October Payroll
6890	DENJAC	Jack Denny	92.35	101000	October Payroll
6891	COOROG	Roger Cool	92.35	101000	October Payroll
			\$24,130.79		

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.

The Board of Commissioners authorizes payment for the goods and services provided to Plummer-Gateway Highway District as represented on the above check register.
 Clerk
 Eugene Zito, Commissioner
 Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
October 15, 2018
4:08 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be accepted 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Cool MOVED that the minutes of the September 17, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

New Business

PGHD Federally-Funded Policy & Procedure*Action Item

Richter suggested the District adopt a policy regarding spending of federal monies. The Commissioners agreed to adopt one when Floch could have it ready.

Convention*Action Item

Floch reviewed dates of the convention with the Commissioners.

Clerk's Report

We are only eligible for a sign grant this year through LHTAC. Discussion was held about specifications for the sign grant. Floch will email LHTAC for more information.

Melissa Cleveland will be doing our strategic initiative grant before she leaves Welch Comer.

Pre-audit work has begun. Richter was down last week and will come again in early November. Audit is scheduled for November 19 & 20.

A situation arose last week so Floch asked the Commissioners who should have credit cards. The Commissioners told Floch that only she and Willard should have credit cards. Rambo and Stockdale should not have credit cards.

Supervisor's Report

Ken Sutton asked via the answering machine if the District would allow him to plow Knotty Pine throughout the winter. He also asked that the District build a parking area for him to park his car/plow when not in use.

The Commissioners asked Floch to compose a letter to Mr. Sutton letting him know that it's too great a liability to authorize him plow the road. And it's too great a financial burden on the District to build a parking area.

The crew has been crushing.

The crew has been hauling with truck and pups for a week for Worley Highway District. Rambo will also be going up this week to run the excavator.

Cool asked about Stockdale's health. Willard said he seems to be doing fine but is limping a lot. The more physical labor will be coming up with brushing and plowing.

Bills presented for Approval*Action Item

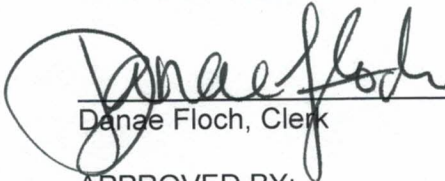
Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 4:49 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

11-19-18
Date

Date: November 2018

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
	EFTPS		3,288.70	101000	Payroll Deductions
449	FLODAN	Danae Floch	844.94	101000	October Payroll
450	WILJEF	Jeff Willard	3,382.04	101000	October Payroll
451	RAMKIM	Kim Rambo	3,310.09	101000	October Payroll
452	STOTIM	Tim Stockdale	3,168.79	101000	October Payroll
6892	WILROD	Rod Willard	228.28	101000	October Payroll
6893	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6894	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6895	STATAX	State Tax Commission	367.00	101000	State Taxes
6896	PERSI	PERSI	3,401.45	101000	Persi Contribution
6897	ALLELE	Alistart Electric	115.76	101000	Battery
6898	AMEMOB	American Mobile Drug Testing	45.00	101000	Drug and Alcohol Testing
6899	BENAUT	Benawah Auto	11.90	101000	Oil
6900	CITPLU	City of Plummer	949.84	101000	Electricity for crusher; electricity, sewer, water, garbage for shop
6901	CITSER	City Service Valcon	204.29	101000	Gas
6902	ED-KA	Ed-Ka Manufacturing	212.50	101000	Install sander chain
6903	FMIEQU	FMI Equipment	3,234.00	101000	Excavator with brush head rental
6904	FLODAN	Danae Floch	118.48	101000	Mileage reimbursement
6905	FRONTIER	Frontier	124.23	101000	Phone, fax, and internet
6906	IDADEPT	Idaho Department of Labor	75.42	101000	Unemployment Insurance Payment
6907	IDARIG	Idaho Rigging	2283.25	101000	Chain
6908	NAPA	St. Maries Auto Parts	175.40	101000	Filters and seal for pickup
6909	OXARC	OXARC	346.78	101000	Update fire extinguishers
6910	PAPMAC	Pape Machinery	114.13	101000	Cushion and handle for grader
6911	RIGMAR	Mary Richter, CPA	641.25	101000	Pre-audit consultations
6912	STJOE	St. Joe Oil	6,098.33	101000	Diesel and oil
6913	VISA	INB-Visa	869.44	101000	Microsoft Office; Floch hotel room convention; stamps; toner
6914	ZITEUG	Paul Zito	342.24	101000	November Payroll
6915	DENJAC	Jack Denny	369.40	101000	November Payroll
6916	COOROG	Roger Cool	369.40	101000	November Payroll
			\$34,874.48		

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.

Jack E. Denny, Clerk
 The Board of Commissioners authorizes payment for the goods and services provided to Plummer-Gateway Highway District as represented on the above check register.
Eugene Zito, Commissioner
Roger Cool, Commissioner

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
November 19, 2018
4:06 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Cool MOVED that the agenda be accepted 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Zito MOVED that the minutes of the October 15, 2018 Regular Meeting minutes be approved as written. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

PGHD Federally-Funded Policy & Procedure*Action Item

The policy is not ready to be adopted yet. It should be ready by the December meeting.

New Business

Idaho Unified Certification Program*Action Item

The certification was given to the Board for review. Discussion was held.

Zito MOVED that the Idaho Unified Certification Program agreement be signed. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

LHRIP Grant*Action Item

Floch sent the LHRIP grant to LHTAC for a sign grant. Approximately \$23,000 was applied for delineators, pavement markings, stop signs, yield signs, and chevron arrows for Fairfield Road and Minaloosa Valley Road.

Local Strategic Initiatives Grant*Action Item

The grant will apply for a 1.2 mile BST on the Minaloosa Valley Road from where the asphalt ends (Earling Place's) to Coon Creek Road. A contractor will apply the BST; the District will apply the ¾" rock and the paper. The project will need to be completed by December 2019.

BOARD OF COMMISSIONERS REGULAR MEETING

November 19, 2018

Page 2

Cool MOVED that we apply for the Strategic Initiatives for the BST of the Minaloosa Valley Road. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Convention Recap*Action Item

Cool will be sent to Boise for the Capitol for the Day program.

Zito and Denny passed along some information from a grant class to Floch.

Discussion was held about vendors and their different applications.

The personnel policy will need to be amended to apply some of the things learned at the convention.

Christmas Gifts for Staff*Action Item

Floch suggested that the District purchase coats for the operators to wear to classes and the convention. Discussion was held.

Cool MOVED to purchase coats for the operators, Willard, and Floch up to approximately \$100 per employee. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Clerk's Report

Floch accidentally used her District credit card for personal use for \$9.69. She immediately called Chairman Denny. She informed Cool and Zito as necessary and repaid the District.

Floch informed Cool and Denny there were up for reelection in the spring.

The audit was today. Things went well and Floch was able provide all information to Hoover as needed. Hoover also told Floch that he would be willing to come to a meeting to present an audit report.

Floch also suggested we take the \$100,000.00 we'll get from LHTAC for the LHRIP construction grant 2019 and invest it in for the six months we'll have it before construction. Floch is going to look into rates from Idaho Central Credit Union.

Supervisor's Report

The Miller shed needs the garage door replaced. The Commissioners gave their permission to replace it.

Willard has been getting quotes for the gear boxes for the crusher. The prices are higher than expected-probably at least \$10,000.00 in repairs. The pit will need shot in 2020 and a dozer will need rented in next year.

The crew has been brushing. Willard asked permission to log some pine out of the pit. The Commissioners gave their permission.

Bills presented for Approval*Action Item

Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

BOARD OF COMMISSIONERS REGULAR MEETING

November 19, 2018

Page 3

Commissioners Comments

Adjournment* Action Item

Cool MOVED to adjourn the meeting. Zito SECONDED the motion. The meeting was adjourned at 5:52 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

12-17-18
Date

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
December 17, 2018
4:08 P.M.**

MINUTES

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

Approval of Agenda*Action Item

Zito MOVED that the agenda be accepted as presented. Cool 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. Commissioners Cool and Zito indicated no conflict.

Approval of Minutes*Action Item

Cool MOVED that the minutes of the November 19, 2018 Regular Meeting minutes be approved as written. Zito SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

New Business

Wage Increase*Action Item

Floch presented the 3% increase to the Commissioners. Discussion was held. The following wages will be effective January 1, 2019.

Floch, Danae	\$20.00 per hour
Rambo, Kim	\$22.00 per hour
Stockdale, Tim	\$23.54 per hour
Willard, Jeff	\$24.94 per hour
Willard, Rod	\$21.22 per hour

Scarcella Rock*Action Item

Scarcella Construction had left over rock from their Hwy 95 project and approached the District about purchasing it. The Commissioners agreed it was an excellent price and moved ahead with the purchase.

A bill has not been received.

BOARD OF COMMISSIONERS REGULAR MEETING

November 19, 2018

Page 2

Capitol for the Day*Action Item

Floch made all the necessary arrangements for Commissioner Cool to attend the Capitol for the Day presented by the IAHD. He will leave in February for several days to attend meetings with legislators.

Clerk's Report

Floch found that the money the District has in the DBF and LGIP are not secured. She presented material to the Commissioners about each fund and discussion was held about what to do with the money in those funds. Idaho Central Credit Union has several options available that would give the District a secure way to gain interest.

Supervisor's Report

The crew has been sanding and plowing snow as needed.

The crew has also been logging the extra timber in the Ellis pit.

Discussion was held about a vibratory roller. Willard has been looking into them but, based on the prices, it would be better for the District to rent one as needed.

Bills presented for Approval*Action Item


Zito MOVED that the bills be approved for payment as presented on the check registers. Cool SECONDED the motion. The motion PASSED UNANIMOUSLY.

Commissioners Comments

Adjournment*Action Item

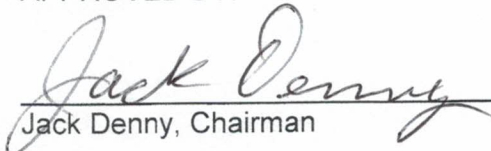
Zito MOVED to adjourn the meeting. Cool SECONDED the motion. The meeting was adjourned at 5:38 pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Danae Floch, Clerk

APPROVED BY:



Jack Denny, Chairman

1-21-19
Date

Date: January 2019

PLUMMER GATEWAY HIGHWAY DISTRICT
CHECK REGISTER

Ch No	Vendor No.	Joint Payee Name	Amount	Cash Acct	Goods/Services Paid For
457	FLODAN	Danae Floch	486.87	101000	December Payroll
458	WILJEF	Jeff Willard	3,050.59	101000	December Payroll
459	RAMKIM	Kim Rambo	2,995.80	101000	December Payroll
460	STOTIM	Tim Stockdale	2,788.95	101000	December Payroll
6936	AFLAC	AFLAC	150.15	101000	Payroll Deductions
6937	EFTPS	Electronic Payment	2,882.24	101000	Federal, Social Security and Medicare Withholding
6938	NCPERS	NCPERS	32.00	101000	Life Insurance Premiums
6939	PERSI	PERSI	3,042.73	101000	Persi Contribution
6940	STATAX	State Tax Commission	306.00	101000	State Taxes
6941	IDADEP	Idaho Department of Labor	425.77	101000	Unemployment Insurance
6942	ALLELE	Alistar Electric	381.18	101000	Battery for 92 Mack
6943	BENAUT	Benawah Auto	23.15	101000	Air filter
6944	CITPLU	City of Plummer	339.96	101000	Electricity at pit: 63.16; Water, electricity, garbage, sewer at shop 276.80
6945	CITSER	City Service Valcon	347.74	101000	Gas
6946	COOROG	Roger Cool	305.90	101000	Reimbursement for Convention hotel stay
6947	DENJAC	Jack Denny	254.90	101000	Reimbursement for Convention hotel stay
6948	FRONTIER	Frontier	1.20	101000	Phone, Fax, Internet
6949	IAHD	Idaho Association of Highway Districts	1802.28	101000	Association dues
6950	IDARIG	Idaho Rigging	933.99	101000	Chain saw
6951	MHLSYS	MLH Systems	2346.00	101000	Plow and grader blades
6952	NAPA	St. Maries Auto Parts	256.77	101000	Oil filters, windshield wiper fluid
6953	PAPHOU	Paperhouse	2.10	101000	Envelopes for W2s and 1099s
6954	PAPMAC	Pape Machinery	371.75	101000	Bucket teeth and fasteners for John Deere
6955	RAMIKEL	Kelly Rambo	2,450.00	101000	Hauling logs from pit to mill
6956	STJOE	St Joe Oil	2,740.98	101000	Diesel
6957	STMGAZ	St Maries Gazette	125.62	101000	Legal notice of meeting minutes and Annual Street and Road Report
6958	VAIMAC	Vail Machine Shop	423.00	101000	Repair to belly dump
6959	ZITEUG	Paul Zito	85.56	101000	January Payroll
6960	DENJAC	Jack Denny	92.35	101000	January Payroll
6961	COOROG	Roger Cool	92.35	101000	January Payroll
			\$29,537.88		

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.

Clerk

The Board of Commissioners authorizes payment for the goods and services provided by Plummer-Gateway Highway District as represented on the above check register.

Jack E. Denny
Jack E. Denny, Chairman

Eugene Zito
Eugene Zito, Commissioner

Roger Cool
Roger Cool, Commissioner