

## Lakes Highway District Meeting Minutes

September 17, 2018

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The regular scheduled meeting of the Lakes Highway District Board of Commissioners was called to order by Chairman Twete at 5:30 p.m. on September 17, 2018, at the District Office, 11341 N. Ramsey Road, Hayden, Idaho 83835. Those in attendance were Commissioners Twete, Montgomery and Fountain, Director Shanley, District Clerk Flagg and District Attorney Weeks. Donna Montgomery, Doug Wall, Glen Seely, Maureen Stark and Sue Brooks observed.

Chairman Twete called the meeting to order and led the Pledge of Allegiance.

Chairman Twete asked if any Board member had a conflict of interest with any item on the agenda. Commissioners Twete, Montgomery and Fountain indicated no conflicts of interest.

Commissioner Montgomery moved to approve the September 17, 2018 agenda as presented. Commissioner Fountain asked if the July 16<sup>th</sup> minutes were going to be discussed tonight. Director Shanley stated it was not on the agenda. Chairman Twete stated to leave the minutes as is for tonight. Commissioner Fountain asked if they could be removed from the website until approved. Attorney Weeks stated they are still public record but could be removed from the website until approved. Commissioner Fountain then seconded the motion approving the agenda as written. At this time Attorney Weeks clarified that the Board cannot do an action item unless it is an emergency. Otherwise it needs to be on the agenda forty-eight (48) hours prior to the meeting but can definitely be placed on the next agenda. At this time Clerk Flagg asked for clarification Commissioner Fountain stated aye for approving the agenda as written and clarification was confirmed.

Commissioner Montgomery moved to approve the August 27, 2018 meeting minutes as presented with Commissioner Fountain seconding the motion which carried unanimously.

After reviewing the Payments Journal and Financial Worksheet, Commissioner Fountain moved to approve the payments journal with bills paid by check numbers 35195 through 35255 in the amount of \$189,484.96 and the direct deposit dated September 5, 2018 in the amount of \$32,691.17 for a total of \$222,176.13. Commissioner Montgomery seconded the motion which carried unanimously.

Chairman Twete asked if there was any public comment related to an item that was not on the agenda.

**Item 7a is the Audit Services request for proposals.** Director Shanley presented the three (3) proposals the District received for audit services for fiscal year 2017-2018. After deliberations, Commissioner Fountain moved to accept the audit services from Magnuson McHugh and Company for Fiscal Year 2019 with Commissioner Montgomery seconding the motion which carried unanimously. Commissioner Fountain later clarified her motion was for Fiscal Year 2017-2018.

**Item 8a is the 2018-2019 De-Icer Piggyback Bid.** Director Shanley presented the piggyback option for Liquid Freezgard/Magnesium Chloride offered to the District by Roadwise, Inc. through the ITD bid at a cost of \$164.47 per ton delivered to the Ramsey Road Shop and anticipates approximately the same tonnage as the 2017-2018 season. After deliberations, Commissioner Montgomery move to award the piggyback bid with Roadwise Inc. for the de-icer for the year 2018-2019 with Commissioner Fountain seconding the motion which carried unanimously.

**Item 8b is the Bulk De-Icing Salt Quote.** Director Shanley presented the quote for winter de-icing salt for approximately 200-300 tons from Compass Minerals stating it would be delivered to the Belmont Shop at a cost of \$85.98 per ton. After deliberations, Commissioner Montgomery moved to accept the bulk de-icing salt bid from Compass Materials with the salt being delivered to the Belmont shop at cost of \$85.98 per ton delivered with Commissioner Fountain seconding the motion which carried unanimously.

**Item 8c is the Balancing Change Order for the 2018 Construction Projects.** Director Shanley explained this is the final balancing change order for Interstate Concrete & Asphalt for the 2018 construction projects in the credit amount of \$53,239.82. After deliberations, Commissioner Fountain moved to approve the Final Contract Balancing Change Order for Interstate Concrete & Asphalt for the 2018 Construction Projects with an adjustment in the final quantities and associated \$53,239.82 reduction in the original anticipated bid price. The motion also included authorization for the Chairman or Vice Chairman to sign the change order. Commissioner Montgomery seconded the motion which carried unanimously.

**Item 8d is the Final Pay Request for the 2018 Construction Projects.** Director Shanley presented the final pay request from Interstate Concrete & Asphalt in the amount of \$631,321.48 and requested the Board authorize payment. Director Shanley also requested authorization to release the retainage in the amount of \$114,089.66 upon receipt of the Release of Tax Lien from the State Tax Commission in Boise. After deliberations, Commissioner Fountain moved to approve and authorize payment of the final pay request of Interstate Concrete & Asphalt for the 2018 Construction Projects in the amount of \$631,321.48 and authorized the Chairman or Vice Chairman to sign the pay request. The motion also included authorization to release the retainage in the amount of \$114,089.66 upon receipt of the Tax Lien Release from Boise. Commissioner Montgomery seconded the motion which carried unanimously.

**Item 8e is Resolution 2018-06 Keva Lane Road Acceptance.** Director Shanley stated that the developer is requesting Keva Lane in Timbered Estates 1<sup>st</sup> Addition to be accepted into the District's maintenance jurisdiction. After deliberations, Commissioner Montgomery moved to accept Keva Lane into the District's maintenance jurisdiction and authorized the Board to sign Resolution 2018-06. Commissioner Fountain seconded the motion which carried unanimously.

**Item 8f is to Consider Hiring Public Employees.** Director Shanley discussed with the Board advertising for three (3) new maintenance employees for the District. After deliberations, Commissioner Fountain moved to allow staff to advertise for three (3) new

maintenance employees for the District with Commissioner Montgomery seconding the motion which carried unanimously.

**Item 8g is Employee Wages.** Director Shanley discussed with the Board this would be an item discussed in the public setting. However, if there are discussions regarding individuals, that would be the point to enter into executive session. Commissioner Fountain stated she would like to enter into executive session prior to discussing employee wages.

Commissioner Fountain moved to enter into executive session at 5:53 p.m. under Idaho Code §74-206 (1)(b) to discuss employee wages. Commissioner Montgomery seconded the motion. Clerk Flagg called the roll with Commissioners voting as follows: Commissioner Twete aye, Commissioner Montgomery aye and Commissioner Fountain aye.

Upon reconvening to regular session, Commissioner Twete moved to have staff look into an outside attorney for investigation as discussed in executive session. Commissioner Montgomery seconded the motion which carried unanimously.

Chairman Twete now asked for a motion to accept Director Shanley's package for employee wages. Commissioner Montgomery moved to accept what Director Shanley has presented for the wage increases for the employees for the year 2018-2019 with Commissioner Fountain seconding the motion which carried unanimously.

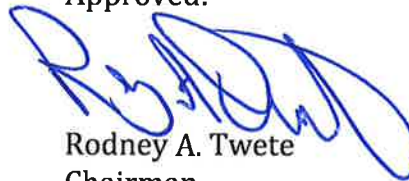
There being no further business, Commissioner Montgomery moved to adjourn with Commissioner Fountain seconding the motion which carried unanimously.

Respectfully Submitted:



Bonny A. Flagg  
District Clerk, Board Secretary

Approved:



Rodney A. Twete  
Chairman