

**PLUMMER-GATEWAY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
September 20, 2021
9:03 A.M.**

MINUTES

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

Also present:

Gerald Miller, Fairfield Road

Approval of Agenda*Action Items

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

Approval of Minutes*Action Item

Cool MOVED that the minutes of the August 16, 2021 Regular Meeting minutes be approved as written. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

Old Business

Old Hwy 5 – Kurt Morris*Action Item

Floch will be emailing the map she found to the attorney.

Bronco Lane – Kevin Bales*Action Item

The trench has been dug and power is laid. The road and issue are settled.

New Business

Covid Policy Update*Action Item

Discussion was held. Issue tabled until Zito is present.

Fiscal Year 2021 Budget Hearing*Action Item

AMENDED BUDGET
October 1, 2020 – September 30, 2021

ANTICIPATED REVENUE:

Current

Proposed

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Maintenance & Operation Levy	113,705	113,705
Foregone Amount	5,422	5,422
Property Tax Replacement	4,704	4,704
Tort Levy	6,487	6,487
Highway Users Revenue	240,000	313,221
Forest Reserve Fund	9,100	9,100
State Sales Tax	6,700	6,700
Interest Income	6,378	6,378
Sale of Surplus Equipment	5,000	5,000
Permit Fees	1,000	1,000
Miscellaneous Revenue	14,520	14,520
TOTAL ANTICIPATED REVENUE	413,016	486,237
Carry Fwd: Undedicated	114,021	114,021
TOTAL BUDGETED REVENUE 2015-16	527,037	600,258
ANTICIPATED EXPENDITURES:	Current	Proposed
Labor Expense	221,100	221,100
Administration	18,328	18,328
Foregone Administration	5,422	5,422
Commissioner's Compensation	4,000	4,000
Operating Expense	97,000	97,000
Road Maintenance	48,000	48,000
Road Construction	60,500	60,500
Asset Acquisitions	56,200	129,421
Tort	6,487	6,487
Contingency Expense	10,000	10,000
TOTAL ANTIC. EXPENDITURES	527,037	600,258
REVENUE REQUIRED	527,037	600,258

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

Cool MOVED that the 2021 Fiscal Year amended budget be accepted. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Denny closed the hearing at 9:11am.

Tree Removal Policy*Action Item

Floch presented the Board with a tree removal policy. Discussion was held and changes made. Issue tabled until Zito is present.

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Fiscal Year 2022 Wage Increase*Action Item

Wage increase was presented to the Board.

Cool MOVED to adopt the proposed wage increase. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

McPeak Lane*Action Item

Discussion was held regarding the ownership of the McPeak Lane. The District has deeded right of way to McPeak Lane. Floch will email the new owner.

Fairfield Road*Action Item

There is an encroachment on the Fairfield Road that has become a safety issue. Willard talked with the people on the right-of-way regarding their encroachment on Fairfield Road; they will be vacating the property.

Willard suggested a letter to the property owner stating that they have until October 22, 2021 to move items out of the District's right-of-way or legal action will be taken.

Cool MOVED to compose a letter to the property owner stating that they have until October 22, 2021 to move items out of the District's right-of-way or legal action will be taken. Denny SECONDED the motion. The motion PASSED UNANIMOUSLY.

Miller brought attention to the fact that there is a property owner up by him using an approach through another man's property. The road is not owned or maintained by the Highway District and the approach onto Fairfield Road has been grandfathered in decades ago. The District does not have any legal action to take to help Miller or the current property owner.

Clerk's Report

Floch asked if there was a policy regarding bringing roads up to specifications to adopt them into the District roads. Denny said there was a policy at one time and instructed Floch to look into the meeting minutes to find it.

Floch asked that the Board consider decreasing the permit reimbursement. Discussion was held regarding the amount of time that Willard and Floch invest in the approach permits.

Floch asked the Board if they would be willing to spend money on a computer program for right of way maps that would allow her to load deeds and maps. Permission was granted.

Supervisor's Report

Chip seal project was completed with the help of Worley Highway District.

Kenworth truck is at Hoffman Manufacturing getting the box fixed.

Agte Road corner project is completed.

Old Road #6 was reopened. Floch will contact Benewah County for a name.

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Lowery Road will be built up to accommodate snow plowing.

Discussion was held regarding traffic counters. Traffic counters are expensive.

Bills Presented for Approval*Action Item

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

Commissioners Comments

Adjournment*Action Item

Cool MOVED to adjourn the meeting. Denny SECONDED the motion. The meeting was adjourned at 10:45. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Danae Floch, Clerk

APPROVED BY:

Jack Denny, Chairman

Date