

**MINUTES**  
**REGULAR BOARD MEETING**  
**WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)**  
**245 East 6<sup>th</sup> South, Mountain Home, ID 83647**  
**April 22, 2020 at 6:00PM**

**I. CALL MEETING TO ORDER/ ESTABLISH QUORUM**

President Dan Gillies called the meeting to order at 6:00PM, and a quorum was established with all Directors present: Dan Gillies, Lee Pierce, and Doug Meyer.

Others in attendance:

Michelle Heins, WECRD Administrator

Judy Erwin, WECRD Treasurer

Larry Ashcraft, Attorney (via phone during executive session only)

Guests: Vivian Meyer

**II. CONSENT AGENDA** – All matters listed within this Consent Agenda section require formal action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a board member or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

1. APPROVAL OF MINUTES: Regular Board Meeting, March 25, 2020 and Special Board Meeting April 8, 2020
2. FINANCIAL REPORT – Report dated March 19, 2020 and April 17, 2020.
3. BILLS - As of 04/20/2020 in the amount of \$3,056.58.

Judy explained the March financial report since she wasn't at the last meeting to do so. The funds for the Cap Ed CD were still in the Pioneer Federal Credit Union account since the check was not written until March 3, 2020. Therefore the report adequately reflected the correct amounts in each account.

Judy mentioned she received a personal letter from State Farm stating they are joining with US Bank. She has not received that letter for the District. She will check into it.

The bills list is missing Wells Fargo Visa for a GoDaddy service renewal in the amount of \$159.98. The District also received the Century Link bill after the agenda was posted and that amount is \$172.16.

***Lee Pierce made a motion to approve agenda items 1 and 2 with removing line item 3. Doug Meyer seconded the motion. All Directors voted in favor of the motion.***

**III. OLD BUSINESS**

1. Website domain and email host change - ACTION ITEM

The Board continued the discussion on the website and email hosting and looked over various options.

***Lee Pierce made a motion to continue with GoDaddy and upgrade to office 365 for one year. Doug Meyer seconded the motion. All Directors voted in favor of the motion.***

#### IV. NEW BUSINESS

1. Items removed from the consent agenda - ACTION ITEM

The bills list was removed to amend and include the Wells Fargo Visa and Century Link bill.

***Lee Pierce made a motion to approve the bills for the amended amount of \$3,388.72. Doug Meyer seconded the motion. All Directors voted in favor of the motion.***

2. Check Signer Policy - First reading

Michelle developed a policy for check signers which the Board and staff reviewed. There was discussion and some changes that they would like to be made. Michelle will make changes and have it on the agenda next month to review again.

3. Dodge Boys Excavation Bill - ACTION ITEM

The District was able to cut the cost of removing the dirt on the property by having Dodge Boys Excavation do the work. There was 11,556 yards of dirt removed at the cost of \$3/yd.

***Lee Pierce made a motion to approve the Dodge Boys Excavation bill in the amount of \$34,668 for removal of top soil. Doug Meyer seconded the motion. All Directors voted in favor of the motion.***

#### V. ARCHITECT/CONSTRUCTION/ENGINEERING

1. Construction Update and Discussion

Lee Pierce updated the progress on Phase II of site improvements. The SWPPP plan is under review as well as the EPA side of things which takes approximately 14 days. Construction is going to start within a week and should be completed within 90-120 days. When this phase is over we will have a parking lot and sidewalks, light poles, and irrigation sleeves in place out to the creek. The trees are in the process of being removed and Sunroc will pull the trunks of those trees. The District received the increased rider for the surety bond from Wright Brothers insurance company.

#### VI. GENERAL DISCUSSION / PUBLIC COMMENT

The District needs to still focus on fundraising to get the pool built in Spring 2021.

Michelle asked how payment of Phase II will be and if we will be billed monthly. Lee stated that we will be billed monthly based on a percentage of completion of the project. Michelle wanted to make sure the Board is aware of the liquidity of funds that come due in May to cover all expenses.

Judy asked Lee if he would like reimbursed for the laptop case and he said no.

**VII. 74-206. EXECUTIVE SESSION (1)(f) - To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. - ACTION ITEM**

***Lee Pierce made motion to enter into executive session pursuant to Idaho code section 74-206 (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Doug Meyer seconded the motion. The following vote was recorded***

<b>Dan Gillies</b>	<b>AYE</b>
<b>Lee Pierce</b>	<b>AYE</b>
<b>Doug Meyer</b>	<b>AYE</b>

The vote was unanimous and therefore the motion was passed and carried.

The Board went into executive session at 6:47pm.

The District’s attorney joined via phone at 7:00pm.

The Board came out of executive session at 7:40PM.

***Lee Pierce made a motion to allow the attorney to continue to process the termination agreement and easement agreement for the 18th Street property. Doug Meyer seconded the motion. All Directors voted in favor of the motion.***

**VIII. ADJOURN**

***Doug Meyer made a motion to adjourn the meeting. Lee Pierce seconded the motion. All Directors voted in favor of the motion.*** The meeting adjourned at 7:41pm.

Submitted by:

*Michelle Heins*  
Michelle Heins, Administrator

5/27/2020  
Date

APPROVED: as written as amended

*Dan Gillies*  
Dan Gillies, President

5/27/2020  
Date