

**MINUTES**  
**SPECIAL BOARD MEETING**  
**Lombard Conrad Architects**  
**1221 Shoreline Lane, Boise, ID 83702**  
**January 14, 2020 at 1:30PM**

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

President Dan Gillies called the meeting to order at 1:24PM, and a quorum was established with all Directors present: Dan Gillies, Lee Pierce, and Doug Meyer.

Others in attendance:

Michelle Heins, WECRD Administrator

Jeremy Schalk, Wright Brothers

Scott Wendell, Lombard Conrad

Guests: Vivian Meyer, Betty Ashcraft

**II. ARCHITECT/CONSTRUCTION/ENGINEERING**

i. Update on Progress and Next Steps - ACTION ITEM

Lee began the discussion by asking Jeremy what should be the next step and began suggesting get the construction pad ready, curb and sidewalk around the facility but not right next to the building, Jeremy concurred that would be a practical nextstep step. He did say logistically he would like to see some utilities put in along the sidewalks and curbs too. Jeremy emphasized making sure whatever we do now won't make for rework down the road. Lee can get equipment donated for approximately \$26,000.

There was discussion on possible other ideas to get the project going ahead of time. Jeremy and Scott will work out some details and do a cost analysis to see what other options would be feasible. They will get back to the WECRD once they do some research.

ii. Signage for Property Site - ACTION ITEM

Scott made a couple minor changes to the design of the sign for the property. The Board agreed it looked good. Michelle said Doug Batchelor with DDS Signs in Mountain Home would donate the banner. The WECRD will install it on the property behind the meandering sidewalk.

**III. GENERAL DISCUSSION**

Lee has someone willing to come take down the trees on the property but wanted to make sure it wouldn't hinder the SWPPP plan. Scott called Eric Cronin with Land Group to ask him. Eric thought it wouldn't be a problem as long as we stay within a couple feet of top of bank and remove them on the west side.

**IV. ADJOURN**

***Doug Meyer made a motion to adjourn. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The meeting adjourned at 2:57pm.***

Submitted by:

  
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Michelle Heins, Administrator

1/22/2020  
Date

APPROVED: as written as amended

  
\_\_\_\_\_  
Dan Gillies, President

1/22/2020  
Date