

City of Bovill Council Meeting Agenda

LOCATION: BOVILL SUPPORT CENTER

306 Pine St., Bovill, ID. 83806

Office: 208-826-3603

Email: cityofbovill@gmail.com Web Site: www.cityofbovill.net

Office hours are Monday – Friday 9 -12 & 1-4 unless otherwise posted

Monday February 6th 2023 @ 6:00 pm

- 1) Call to Order
- 2) Pledge of Allegiance

Clerk information sheet will be read by the clerk only throughout the items on the agenda (if any)

Action Item: Accept/Amend minutes for 01/04/2023 (after accepted Mayor will sign)

Action Item Approve Financial Statement & Authorization to Pay Bills:

Council Business:

(Always starts with older business)

- 1) Clerk has USDA annual statement to share with council
- 2) **Action Item:** Council to look over the corrections in the personnel policy and approve it.
- 3) Any new news on the financials that are at the accountant's office
- 4) **Action Item: (Possible)** Council to discuss tabled item regarding any updates on progress of fixing current dump truck plow?
- 5) **Action Item:** Council to discuss tabled item resolution 2023-02 adopting a retention of records & destruction policy
- 6) **Action Item:** Council to discuss purchasing a chlorine test kit for the lagoon
- 7) **Action Item:** Council to discuss employee wages
- 8) **Action Item:** Council to discuss start date of any raise
- 9) **Action Item:** Council to discuss the tower lease rate raised
- 10) **Action Item:** Council to discuss grant monies that are available for rural transportation
- 11) **Action Item:** Council to discuss a follow up from an infrastructure grant survey email the clerk completed.
- 12) **Action Item:** Council to discuss a new sewer connection from main to properties.

Guest's comments:

Adjourn:

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Per Mayor Holt - She would like to have executive session on the agenda every month

Action Item: 74-206. EXECUTIVE SESSIONS – WHEN AUTHORIZED. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held: (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student; (c) To acquire an interest in real property not owned by a public agency; (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; (e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations; (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. The mere presence of legal counsel at an executive session does not satisfy this requirement; (g) By the commission of pardons and parole, as provided by law; (h) By the custody review board of the Idaho department of juvenile corrections, as provided by law; (i) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement; or (j)

To consider labor contract matters authorized under section 74-206A (1) (a) and (b), Idaho Code.

(2) The exceptions to the general policy in favor of open meetings stated in this section shall be narrowly construed. It shall be a violation of this chapter to change the subject within the executive session to one not identified within the motion to enter the executive session or to any topic for which an executive session is not provided.

(3) No executive session may be held for the purpose of taking any final action or making any final decision. (4) If the governing board of a public school district, charter district, or public charter school has vacancies such that fewer than two-thirds (2/3) of board members have been seated, then the board may enter into executive session on a simple roll call majority vote.

REGULAR MEETING MINUTES

02/06/23

Meeting called to order by Mayor Diane Holt @ 6:00 pm

Pledge of allegiance

Present: Diane Holt, Will Stokes, Rex Cromer, Mike McCann, & Lisa Beyer

- A. **Accept / Amend minutes: Will Stokes is Striking out Action Item #8, the wage increase approvals and Council will re approve it this meeting.** It was so moved by Will Stokes to approve 1/04/2023 minutes with amendment above sentence in bold, & second by Rex Cromer, All I, Motion passed
- B. **Accept/Amend Financials & Authorize to pay bill** It was so moved by Will Stokes to accept the financials and authorization to pay bills, and second by Rex Cromer, All I, Motion passed

Council Business Items:

1. Clerk had the USDA annual statement to show council & mayor
2. Action Item: Personnel policies corrections from last month- It was so moved by Will Stokes to accept the corrections and changes to the personnel policy & Mike McCann second, Motion passed
3. Action Item (Possible) No news from the accountant's office regarding the financials they are working on.
4. Action Item: Dump Truck- W/mayor Holt's approval Rex and Dane had 2 cylinders rebuilt @ Mountain Plating in St. Maries. They (Rex and Dane) tested the valve box body & Rex suggests we have someone else take it apart because there are so many small pieces, hoses, and electrical parts. (No need to take action) (Tabled) & mayor Holt said to take it to be assessed in St. Maries, & to call & check the cost and if we can bring the truck to them.
5. Action Item: Retention & Destruction Policy 2023-02 – This item is tabled and clerk asked council to look over the "exhibit A" and write down any suggestions to add to it.
6. Action Item: Chlorine meter- It was so moved by Rex Cromer to purchase the chlorine meter from USA Bluebook for the lagoon with the W/S account, & second by Will Stokes, Motion Passed
7. Action Item: Wage Increase-It was so moved by Rex Cromer to Re-Approve the \$2.00 wage increase for Dane & Christine, & Lisa Beyer second, Motion Passed OK
8. Action Item: Date for raises to start- It was so moved by Rex Cromer to approve start date of wage increase to start January 1st, 2023, & Second by Lisa Beyer, Motion Passed (per mayor Holt Note: Dane and Christine to pay back the 5 days in December during 1/1 – 1/15/2023 pay period.)
9. Action Item: Tower lease- There is a 5-year contract on the lease which states we can not raise the lease. No action needed and this will have to be revisited in 3 more years. No need to keep on agenda until that time.
10. Action Item: Rural Transportation grant money- Nothing pertains to us so no action taken
11. Action Item: Infrastructure grant survey- No action taken
12. Action Item: Sewer connections from Main to Properties Hook ups- It was mentioned to get a smoke puffer to find sewer lines & hook ups, No Action taken at the time Revisit later. Will Stokes suggested we should call DEQ and ask if we would need to have anything engineered if we are to lay a lot of pipe in the ground on Terrace to property for sewers.

Guests/Patron comments -

Adjourn: It was so moved by Lisa Beyer to adjourn the meeting & second by rex Cromer, all I, motion passed Meeting adjourned @ 7:18 pm

Mayor signature Diane Holt