

**DISTRICT SECRETARY'S FINAL MINUTES
BOARD OF COMMISSIONERS EMERGENCY MEETING**

CAUTION: These Draft Minutes have not been approved by the Board of Commissioners and are not therefore an official record relating to the conduct or administration of the District's business and will not be retained. At such time as Minutes of the meeting reflected herein are approved by the Board of Commissioners said Minutes will become the official record of the conduct or administration of its business, as reflected therein and retained by the District.

Wilder, Idaho

March 17, 2020

➤ **CALL TO ORDER:**

An emergency meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 1:00 p.m. on Monday, March 30, 2020, in the Commissioners' Meeting Room at the District Administrative Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

➤ **ROLL CALL:**

Present: Commissioners Virgil Holsclaw and Fred Sarceda, Commissioner David Lincoln by phone, Secretary Anita Herman. Director Gordon Bates and Foreman Casey Percifield were in attendance.

Absent: None

➤ **AGENDA POSTING REVIEW:**

Director Gordon Bates reported he posted the original agenda for this emergency meeting on Tuesday, March 17, 2020, at 8:05 a.m. in the locations as stated on the Agenda Notice.

- **Motion:** Made by Commissioner Fred Sarceda: To approve the report of the posting of the agenda and the agenda, Seconded by Commissioner David Lincoln. The motion was approved unanimously.

➤ **EMERGENCY BUSINESS:**

The Board went into an Emergency Meeting in accordance with Policy Manual Section 3.2.2.3 to discuss COVID-19 Pandemic likelihood of injury to persons and immediate financial loss. It is deemed that notice requirements may increase the severity of such injury or loss.

Information was received and discussion followed. Social distancing and CDC recommended hygiene and cleaning were discussed. This appears to be adequate at this time. Sick employees should stay home. Those with sick immediate family members should stay home to care for them. Employees shall take five day Administrative Leave for COVID-19 related illnesses in accordance with Policy Manual Section 8.10.12 Sick Leave.

The question of mandatory quarantine and Sick Leave verses “special leave” is unanswered at this time. U.S. Congress is considering new laws. ICRMP may also provide guidelines in the near future.

At this time and based upon current information regarding COVID-19 cases in the Treasure Valley, the Commissioners took no emergency actions.

➤ **ADJOURNMENT:**

- ***Motion:* With information received and no action taken, a motion was made by Commissioner David Lincoln: To Adjourn, Seconded by Commissioner Fred Sarceda. The motion was approved unanimously.**

There being no further business to come before the Commissioners, the meeting was adjourned at 9:42 a.m.



CHAIRMAN

SECRETARY