

**EAST SIDE HIGHWAY DISTRICT
MINUTES - January 16, 2017**

Chairman Sverdsten called the board meeting to order at 9:00 a.m.

Present: Chairman Terry Sverdsten, Commissioner Addington, Commissioner Christensen, Supervisor Pankratz and Secretary Sieverding.

Guest: Jack Forest and Norm Milem.

1. Jack Forest expressed his concerns for his reasons the District should not take over the maintenance of **Coeur d' Alene Lake Drive** from the Coeur d' Alene City Limits to Higgins Point.

Mr. Forest implied that CDA Drive should be extended and built as a State Alternative Access Route just in case the Centennial Bridge on I-90 fails or needs repaired.

Mr. Forest suggested if the Board agrees to enter into an exchange with ITD to take over the maintenance of CDA Drive, any funds received should be set up in Trust Account and those funds should be designated for that area of road.

2. Mr. Norman Milem presented the Board and Secretary with a "Notice of appearance of and/or alleged violation to Idaho Statutes" in respect to the order of filling the vacancy for commissioner for Sub District One and the Idaho Open Meeting law.

At the Board's request, a copy of Mr. Milem alleged claim and request for an action will be forward to the District's Attorney Susan Weeks for her review and comment.

Previous Minutes:

Commissioner Addington made a motion to accept the following Treasurer Report: The general checking account expenses and transfers from checking were in the amount of \$227,858.58 covered by checks # 15959 through # 16004 (includes DD, PR Tax Pmts to Federal & Sate, & PERSI.) Commissioner Christensen seconded the motion, which was unanimously approved.

TREASURY REPORT:

Petty Cash	\$	200.00
Umpqua Checking:	\$	
Umpqua Checking	\$	39,096.50
State Treasury Account Fund 891.....	\$	688,615.43
Less Umpqua Assured Macro-Balance	\$	(1,500.00)
Balance of Working Capital this Date	\$	726,411.93
Dedicated Funds at State Treasury Office Funds 369 TMF	\$	170,867.46
TOTAL OF ALL FUNDS	\$	897,279.39

DISCUSSION ON CORRESPONDENCE, REPORTS, PERMITS: (See attached)

Item

- # 84 A mediation for the AH & JH Jury Trial has been set for February 16, 2017 at the office of Chuck Lempesis at 1950 Bellevue Lane, Coeur d'Alene @ 9.30 a.m., if the case is not settled at the mediation, the case will be moved forward to a Jury Trial set for March 20, 2017.
- #26 The change order for East Canyon Road Guardrail Project included replacing the metal guardrail and terminal ends with concrete to avoid utility conflicts at station 19+95 on Canyon Rd.

OLD BUSINESS: (Follow-up List)

- 1. Attorney Susan Weeks has been asked to assist in implementing an exchange agreement to allow the District to exchange a broom with Post Falls Highway District.
- 2. The Board will later set up a Special Call meeting to further discuss a District policy for variance requests.

NEW BUSINESS:

- 1. The Board agreed to change the District's **Public Comment Policy** to read as follows:

All guest that wish to speak at a General Board meeting will be limited to two minutes unless approved by the Board to speak longer; moreover, if a guest wishes to speak more than the allotted time, that individual needs to ask to be placed on the Agenda prior to posting of meeting.

- 2. Idaho Code 40-1306 (3) indicates that the District Treasurer shall on the appointment a new officer execute and file with the District Secretary an official bond in the amount not less than fifty thousand dollars (\$50,000.) The Commissioners are covered under the District's ICRMP Policy, which is compliant with the provisions of Idaho Code 59-804 for the terms and responsibilities of public officials or employees to the extent required by the Idaho Code bonding requirements for public officials.
- 3. The District discussed enforcing a fee for the actual cost for CDs or thumb drives for audio public request. (No action taken)

- 4. **Secretary Leake Report:**

The III A Insurance Benefits include a wellness benefit, life and disability insurance, gym discount benefit.

The Board agreed to omit the following language from the District current Employee Policy Manual under Insurance Coverage Available to Employees : "*Employees who are on an insurance plan other than the District's will pay the premium under the following conditions: The premium paid cannot exceed the cost of what it would be if the employee was on the District's plan; and the premium is taxable and therefore must be paid to the employee through payroll.*" Those employees that are currently on other reimbursable insurance plans are grandfathered in, but all new employees must enroll in the District's medical insurance plan.

III A Insurance Benefits will be administering a wellness screening on February 16, 2017 at 12:30 p.m. for those employee enrolled on the District's medical policy. Tracey Yost with Advanced Benefits will be available to address any questions pertaining to the District's new medical insurance coverage for an half hour prior to the screening at 12:noon.

SUPERVISOR PANKRATZ:

1. Supervisor Pankratz had a productive meeting with four members with BLM in discussing the **deterioration of an area on Yellowstone Road**. BLM can not provide any funding through their office, but there may be another Non-Federal funding category that may be worth pursuing said Pankratz.

BLM suggested to encompass the area of road from exit 22 to Bonnell Road in the proposed Yellowstone Road Project. BLM will attempt to get the Forest Service support for this project.

Pankratz said Dan Coonce from LHTAC will be in town next week to review the area of the proposed project. The Board agreed to ask JUB Engineers to provide the District with a "Scope of Work" for a Forest Land Access Program "FLAP" funding application. FLAP is a new funding source under the federal transportation bill which will require a local match. It is the District's goal is to get this project funded without using District's funds.

2. A notice for correction was sent to the CDA Press to retract that the District maintains 239 lanes miles - which should read 477.2 lane miles; in addition, the District does not maintain roads in Shoshone and Benewah County- the area in which the District is responsible for plowing stretches from the Coeur d' Alene area east to the Shoshone County line, and south of Benewah County line.
3. The next general board meeting is scheduled for Monday, February 20, 2017- which is a scheduled holiday; therefore, the Board agreed to schedule for a Special Call board meeting for Monday, February 13, 2017. A notice of this Special Call board meeting will be posted with an agenda at the District's office and on the District's Website.
4. The District's weight restrictions will be published in the Coeur d' Alene Press.
5. The District was not awarded safety funding from the onetime State Safety Funds Program. The District will resubmit this application under the regular Safety Fund Program.
6. Last Thursday, a detective from the Spokane County Sheriff Department Task Force reported to Supervisor Pankratz, that one of the District's checks payable to Transport Equipment had been confiscated from a party recently arrested and is under investigation for check fraud. Pankratz and District Treasurer will be working with the District's bank to make sure all necessary measures are taken.
7. Equipment update: Two sanders have broken chains, and one of the District's trucks is in Spokane with hydraulic issues.
8. JUB Engineering has been asked to provide the District with recommendations for the scour repair on the Rose Lake Bridge.
9. The graders have been in full force winging and pulling snow out of the ditches in preparation for predicted rainstorm and flooding.

10. Office of Emergency Management called last Friday, requesting for snow berms be moved so the County could set the pump up in Cataldo- in the event there is flooding.
11. Supervisor Pankratz would like to take off February 16th through March 6th- weather and circumstance permitting.

COMMISSIONER CHRISTENSEN:

1. At our last Special Call meeting, one of the guest asked about a snowplow tracking device, so Commissioner Christensen said that he looked into it and found that there is such a device-mostly on the East Coast. Understanding the District has limited resources, this may be something on County-wide bases the highway districts may look into implied Christensen. Supervisor Pankratz said that he would check with other highway districts to see if this may be of interest to them.

COMMISSIONER ADDINGTON:

No comment

CHAIRMAN SVERDSTEN:

1. ITD's financial offer of \$100,000 to contribute towards the **Yellowstone Road Project** still stands said Supervisor Pankratz - which will help with the match. There has not been any complaints pertaining to the restricted one-lane traffic on this area of road.

Commissioner Addington made a motion to adjourn the board meeting at 11:30 a.m. Commissioner Christensen seconded the motion, which was unanimously approved.

**COMMISSIONER CHRISTENSEN
SUB-DISTRICT #1**

**CHAIRMAN SVERDSTEN
SUB-DISTRICT #2**

**COMMISSIONER ADDINGTON
SUB-DISTRICT #3**

**SECRETARY/TREASURER
SIEVERDING**