

**EAST SIDE HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES - January 28, 2019**

**Present:** Chairman Christensen, Commissioner Austin, Commissioner Addington, Supervisor Pankratz, and Board Secretary Sieverding.

<b><u>Visitors:</u></b>	<b><u>Association</u></b>	<b><u>Request to Speak</u></b>	<b><u>Agenda Item</u></b>
Marc Levesey	HMH	No	No
Phil Noel	Carlin Bay Rd	Yes	C
Angela Comstock	JUB	Yes	A, D, & E
Jeremy Horn	Employee	Yes	No
Lorna Campbell	Blue Creek Community	No	

**Public Comment:**

1. Mr. Noel sent in a public comment including his recommendation for Carlin Bay Road which will be incorporated in the final summary for the ESHD Transportation Plan.

Mr. Noel thanked the crew for the winter maintenance on Carlin Bay Rd and for presenting him with the ESHD Cost Share and LID procedure that he could share with other residents in his neighborhood.

The District has advertised for bids for supplying and applying Road Stabilization Product on approximately 40 miles of graveled road which includes **Carlin Bay Road**. Advertisement for Bid openings are scheduled for February 19, 2019 at 9:00 a.m., at the ESHD main office. The Road Stabilization Program is planned to begin this Spring

2. Employee Jeremy Horn thanked the Board and all the employees for their support during a very difficult time in his life. The District's sick leave pool has been a blessing to him and his family, and it is his goal to return to work as soon as possible.

**PREVIOUS MINUTES :**

Commissioner Austin made a motion to approve the December 17, 2018 Board meeting minutes and the January 17, 2019 Special Call meeting minutes. Commissioner Addington seconded the motion, which was unanimously approved.

**TREASURY REPORT:**

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 \$ 270,697.30 covered by checks #17128 through #17190 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Austin seconded the motion, which was unanimously approved.

Petty Cash	\$200.00
Umpqua Checking Acct	\$820,511.92
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$712,438.26
Designated CDA Lake Dr. - DBF Fund 412	\$2,738,901.71
Traffic Mitigation Fees - DBF Fund 369	\$199,834.80
<b>Total Balance of All Fund Accounts</b>	<b>\$4,470,386.69</b>

**NEW BUSINESS:**

- A. The District had applied for 6.6M for the first section of the Yellowstone Rd Project in which the District was only awarded 2M; therefore, it will necessary explore other funding options to complete the project.

The **Yellowstone Road Construction Project Phase I** is scheduled for 2021.

Commissioner Addington made a motion to enter into an agreement with JUB Engineers, Inc. for authorizing their additional services for the preparation and assembly of a **2019 RFP Idaho Federal Lands Access Program (FLAP) Funding Application for additional funding for the Yellowstone Trail Road** Commissioner Austin seconded the motion, which was unanimously approved. *(Estimated cost for JUB services \$7,200)*

- B. Commissioner Austin made a motion to **"Opt-Out" of the Statewide Truck Over-Legal Permitting Requirements** with the option of "Opting-In" at anytime for Canyon Road and Dredge Road. Commissioner Addington seconded the motion, which was unanimously approved.
- C. Commissioner Austin made a motion to adopt the **ESHD Cost-Share and LID Procedures Program** presented with the understanding that *(Exhibit A: Material and Labor Cost will be updated annually)* Commissioner Addington seconded the motion, which was unanimously approved.
- D. Commissioner Austin made a motion to enter into a professional service agreement authorizing JUB Engineers to provide services to research permitting requirement to build a **vehicle storage shed** at the existing Sub District #3 facility on Thompson Lake Road. *(Estimated Cost \$4,000)* Commissioner Addington seconded the motion, which was unanimously approved.

Chairman Christensen asked Angie Comstock with JUB Engineers to provide the Board with a cost breakdown to conduct a Topographic Survey and Boundary Survey.

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**E.** The Draft **ESHD Transportation Plan** was advertised for public comment on December 21st and 28th. The public comment period was closed on January 4, 2019. The draft plan was available to the public electronically via download on the ESHD website.

Angela Comstock provided the Board with draft a public comment summary including three (3) recent comments from residents off Carlin Bay Rd, Asbury Rd, and Eddyville Rd.

Ms. Comstock said it was her goal to have a summary of five (5) CIPs ready for the Board's review and adoption at the next scheduled board meeting.

#### **OLD BUSINESS:**

1. **Boothe Park update:** The Supreme Court hearing for Delevan vs the ESHD may be put on April 2019 docket in Moscow, Idaho.
2. Supervisor Pankratz said that he will continue to check with Attorney Susan Weeks on the ownership status according the State's agreement on Canyon Road.

#### **CORRESPONDENCE RECEIVED AND SENT:**

No comments

#### **SUPERVISOR'S REPORT**

1. Supervisor Pankratz said that he would like to incorporate a chipseal design into the **Coeur d' Alene Lake Road Overlay Project** using a GSB-88 Emulsion product.
2. Supervisor Pankratz received a call from a resident living in Sunset Shores in the Carlin Bay area notifying the District that DEQ has forced them into putting in a Water Treatment Plant for their drinking water. The water turbidity testing is typically done in late March when the load limits are on. If DEQ is requiring this testing at this time of year, Pankratz said the District will be willing to work with them to allow the truck onsite.
3. The load limits in the District are starting to go up. A listing of the restricted roads and Frost Permits are available on the ESHD website at [www/eastsidehighwaydistrict.com](http://www/eastsidehighwaydistrict.com).

#### **SECRETARY'S REPORT**

1. The Board agreed for Secretary Sieverding to produce one hard copy of the District's General Information booklet each year. The summary of the District's Annual Road Maintenance Report and Surface Mileage Report will be posted on the District website.

#### **COMMISSIONERS:**

#### **COMMISSIONER AUSTIN:**

No comment

**COMMISSIONR ADDINGTON:**

No comment

**CHAIRMAN CHRISTENSEN:**

1. At the last Blue Creek Community Center meeting, Chairman Christensen said the over-burden under the Wolf Lodge Creek Bridge was discussed. Due the permitting process, Supervisor Pankratz said the over-burden is periodically removed within a distance of up to 100 feet upstream and downstream of the Wolf Lodge Creek and Marie Creek Bridge structures to maintain the water flow capacity.
2. Chairman Christensen would like for a memo to go out to inform the employees of the new tax laws pertaining to the W-4 forms.

Commissioner Austin made a motion to adjourn the board meeting at 10:40 a.m.  
Commissioner Addington seconded the motion, which was unanimously approved.

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**CHAIRMAN CHRISTENSEN  
SUB-DISTRICT #1**

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**COMMISSIONER AUSTIN  
SUB-DISTRICT #2**

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**COMMISSIONER ADDINGTON  
SUB-DISTRICT #3**

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**SECRETARY/TREASURER  
SIEVERDING**