

**EAST SIDE HIGHWAY DISTRICT
MINUTES - July 18, 2016**

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

Commissioner Addington made a motion to amend the agenda to include the following topic for discussion: Montalene Meadow Minor Subdivision final signoff on mylars. Commissioner Fillios seconded the motion, which was unanimously approved.

Present: Chairman Terry Sverdsten, Commissioner Addington, Commissioner Fillios, Supervisor Pankratz, Secretary Sieverding, Tim Grothman, Rand Wichman, Frank Boss, Lorna Casey-Kaiser, and J. B. Whipple.

Nominations for Board Positions:

The board meeting was turned over to the District Supervisor.

Commissioner Addington made a motion to retain the following positions of Board and District: Terry Sverdsten as Chairman of the Board; Mark Addington as Vice Chairman of the Board; Rosie Leake as District Secretary/Treasurer; Angela Sieverding as Secretary/District Clerk; and John Pankratz as District Supervisor. Commissioner Fillios seconded the motion, which was unanimously approved.

Public Hearing for Transfer of Personal Property:

There appeared to be no opposition in the agreement to transfer the below personal property from Lakes Highway District to the East Side Highway District pursuant to Idaho Code sections 67-2322 to 67-2324 for the following items:

- (1) 1988 Ford Sander Truck, VIN# 1FDYY90X8JVA54109
- (1) 1989 Ford Sander Truck, VIN#1FDYY90X3KVA51605
- (1) 1994 Ford 4x4 one-ton Pickup with service body (VIN #2FTHF36F3RCA70094)
- (1) 1997 Ford 4x4 one-ton pickup with dump box, de-icer and snow plow (VIN #1FDKF38F9VEB37154)
- (1) 2004 Chevrolet Silverado 4x4 three quarter ton pickup with canopy shell (VIN #1GCHK24U64E273667)

The property is being transferred "AS IS"

ACTION: Commissioner Addington made a motion to enter into a Cooperative Agreement between Lakes Highway District and East Side Highway District for the transfer of the above personal property. Commissioner Fillios seconded the motion, which was unanimously approved.

Public Comment:

1. Timothy W. Grothman is in the process of subdividing approximately 10 acres into two (2) residential lots proposed to access **Grouse Meadow Drive** which is a public road. The portion of Grouse Meadow Drive that Mr. Grothman will be accessing is not within the East Side Highway District's maintenance jurisdiction.

At the Board's discretion, it is the District's Policy to require the applicant to bring the road adjacent to the subdivision up to Highway District Standards or in lieu of construction, enter into a Road Development Agreement, imposing a \$3,500 traffic mitigation fee per addition lot.

Mr. Grothman has paid the District a subdivision fee for Coeur Ridge Estates MIN16-0016 and presented the Board with a written variance request to waive the \$3,500 Traffic Mitigation Fee for creating an additional lot onto Grouse Meadow Drive.

The Board agreed for the District to get an opinion from their subdivision reviewing engineer on the future traffic impact of this said proposed subdivision. The discussion was tabled and will be further discussed at the next board meeting set for August 15, 2016.

2. Commissioner Fillios has won the Primary Election for the position as Kootenai County Commissioner. The Kootenai County General Election will be held on November 8, 2016 and the filing period for a write-in is September 23, 2016.
If ESHD Commissioner Chris Fillios wins the General Election he will be resigning from his current position as ESHD Commissioner before being sworn into this new office.

Idaho Code 40-1304 (2) Any vacancy occurring in the office of highway commissioner, other than by expiration of the term of office, shall be determined by the remaining highway district commissioners using the criteria established in section [59-901](#), Idaho Code. **If it is determined that a vacancy has occurred, the commissioners shall declare there is a vacancy and such vacancy shall be filled by the highway district board and be for the balance of the term of the person replaced. If the remaining highway district commissioners are unable to agree on a person to fill the vacancy within ten (10) days** after the vacancy occurs, the chairman of the county commissioners of the county with the largest number of electors in the highway district shall then become a member of the highway district board for the purpose of filling the vacancy only. If a majority of the highway district board so constituted shall be unable to agree upon a person to fill the vacancy within ten (10) days, or if two (2) or more vacancies shall occur in the board of highway commissioners at one (1) time, a special election to fill the vacancy shall be called and held in the same manner provided by law for the holding of elections for highway commissioners, except that the date of the election shall be as soon as possible, and all duties imposed by law upon the highway district board in connection with elections shall be performed by the county commissioners.

(3) When there are two (2) or more vacancies on the highway district board at the same time, the chairman of the county commissioners along with the additional county commissioners that the county commission chairman appoints, and with the remaining highway district commissioner, if applicable, shall constitute a temporary board of highway district commissioners. The temporary board of highway district commissioners shall perform the duties required by law of a highway district board of commissioners until the newly elected highway commissioners take office.

Lorna Casey-Kaiser and Joe B. Whipple have expressed an interest in filling Commissioner Fillios office if he resigns from his position as East Side Highway District Commissioner this coming December 2016. Ms. Kaiser and Mr. Whipple have both ran against Commissioner Fillios in a previous ESHD Election.

Previous Minutes:

Commissioner Addington made a motion to accept the June 20, 2016 minutes as presented. Commissioner Fillios seconded the motion, which was unanimously approved.

Commissioner Addington made a motion to accept the following Treasury Report: The general checking account expenses and transfers from checking were in the amount of \$187,349.36 covered by checks #15688 and #15722 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Fillios seconded the motion, which was unanimously approved.

TREASURY REPORT:

Petty Cash	\$	200.00
Umpqua Checking:	\$	
Umpqua Checking	\$	85,140.64
State Treasury Account Fund 891.....	\$	868,178.58
Less Umpqua Assured Macro-Balance	\$	<u>1,500.00</u>
Balance of Working Capital this Date	\$	952,019.22
Dedicated Funds at State Treasury Office Funds 369 TMF	\$	<u>162,618.09</u>
TOTAL OF ALL FUNDS	\$	1,114,637.31

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

Item:

- #11 Boothe Park status conference will be held on Tuesday, September 20, 2016 at 3:30 p.m. with Judge Lansing L. Haynes to further discuss the Case No. CV-12-3131 (ESHD vs Delavan) which is the second Status Hearing for the Boothe Park Bifurcated Trial.
- #7 The District has not received any correspondence back from ITD on CDA Lake Drive.
- #58 Foreman Day will be meeting with the Army Corp of Engineers on July 28th for an inspection on Tamarack Ridge and LaTour Creek Levee.

OLD BUSINESS: (Follow-up List)

- 1. The Commissioners will be holding a Employee Manual Workshop on August 29th following the annual Proposed 2016/2017 Budget Hearing.

NEW BUSINESS:

- A. At the last board meeting held on June 20, 2016, the Board agreed to proceed with process to vacate and abandon two portions of public right of way in part of **Lochurst Addition**.

Petitioner Greg Gervais provided the a formal signed petition, fee, and legal description; therefore, the Board agreed to seek an appraisal on the proposed 1.2 acre area proposed to be vacated and abandoned.

Commissioner Fillios made a motion to set public hearing on August 29th, 2016 to vacate and abandoned two portions of Lochurst Lane shown on Lochurst Addition filed in Book E of Plats, Page 77, records of Kootenai County, Idaho. Commissioner Addington seconded the motion which was unanimously approved.

- B. Commissioner Addington made a motion to enter into an Road Development Agreement between the ESHD and Frank Boss "Developer" for the portion of East Point Road fronting the proposed **Montalene Meadows Minor Subdivision** and to approve the chairman to signoff on the plat when presented. Commissioner Fillios seconded motion, which was unanimously approved.
- C. Commissioner Fillios made a motion to enter into a Road Project 16-110104-00-040 **Agreement for grading Bell Bay Campground** 16-110104-00-040- between the East Side Highway District and U.S. Forest Service. Commissioner Addington seconded motion, which was unanimously approved.
- D. The 2016 IAHD Convention will be held in Sun Valley this coming November. The hotel deadline convention is October 10, 2016 and the convention registration deadline is Oct. 31, 2016.
- E. Commissioner Addington made a motion to adopt **Resolution 2016-05** for their **Non-Discrimination Policy Statement** including the appointment of Rosie Leake to be responsible for initiating and monitoring the Title VI activities, preparing reports, and other responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 CFR 21. Commissioner Fillios seconded the motion, which was unanimously approved.

SUPERVISOR PANKRATZ:

- 1. Beginning Monday, July 18th, 2016 Burma Road will be closed for slide repair between Carlin Bay Road and State Highway 97 at Turner Bay. The repairs are expected to take 2 1.2 months.
- 2. The District had budgeted to repair the roof at the Rose Lake Shop but due to lack of receiving any quotes the Board approved to use those dollars allocated toward purchasing new shop doors for the Sub District #3 Shop. Pankratz said that he will continue to seek pricing to repair the roofing.
- 3. ITD has agreed to purchase the asphalt to pave the Hells Gulch Road approach and approximately 200 yards of this road to ITD's driveway in exchange for the District doing the work. These improvement will include a minimum of 3" of asphalt. The Board applauded Foreman Christensen for initiating this excellent opportunity.
- 4. Supervisor Pankratz signed a 1.8 million dollar change order for the **Burma Road Project**.
- 5. Pankratz would like for the Board to consider when updating their CIP to include a BST treatment on 8/10 miles of Sunnyside Road aka "Rocky Canyon Road" - an area from Bonnell Road to Yellowstone Rd.
- 6. The crews have been busy patching, grading, and chip sealing with Worley Highway District.
- 7. The crews will start hauling and stocking piling chips this Wednesday: 750 tons to the Mullan Trail facility; 750 tons to Blue Creek; and 450 tons to Wolf Lodge.
- 8. Pankratz will be on vacation next week, and possible the following Monday.

9. The Review Committee have completed the review of the submitted Transportation Alternatives Program "TAP" applications and has made a recommendation to the Idaho Transportation Board to approve the Camp Easton Pedestrian Under Crossing Project.

COMMISSIONERS:

1. The Board expressed their appreciation to the supervisor, crew, and office staff for their efforts in limited number of complaints we have in the District. It has been the dedication of the employees of the ESHD to mitigate or resolve issues before being brought up to the Board's attention.

COMMISSIONER FILLIOS:

1. At an engagement Commissioner Fillios attended last week, Resident Barbara Wardsworth question to when the plastic will be removed from the Gozzer Road Project-out side of Gozzer Ranch. Supervisor Pankratz said it is the District responsibility to remove this plastic and he will add this on the District's work list.

COMMISSIONER ADDINGTON:

1. The District has been very proactive in tracking all time spent on disaster damage in preparation for FEMA involvement.

CHAIRMAN SVERDSTEN:

1. Chairman Sverdsten will be in touch with Bill Scudder with Idaho Park and Recreation to discuss the parking issue with the Coeur d' Alene Trail Head at Bull Run. "There needs to be an adjustment made to reduce the parking on the road said Sverdsten." There may be chance a to expand the parking area.
2. Idaho Transportation Board Meeting is scheduled for Thursday, July 28th at the District Office in CDA.

Commissioner Fillios made a motion to adjourn the board meeting at p.m. Commissioner Addington a motion to adjourn the meeting at 11:10 a.m. which was unanimously approved.

**COMMISSIONER FILLIOS
SUB-DISTRICT #1**

**CHAIRMAN SVERDSTEN
SUB-DISTRICT #2**

**COMMISSIONER ADDINGTON
SUB-DISTRICT #3**

**SECRETARY/TREASURER
SIEVERDING**