

**EAST SIDE HIGHWAY DISTRICT
MINUTES - November 21, 2016**

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

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

Guest: Graham Christensen, Dan Yake, Joe Whipple, Tracey Yost, Lorna Casey-Kaiser, and Scott McKahan.

Previous Minutes:

Commissioner Addington made a motion to accept the October 24, 2016 board meeting minutes. Commissioner Fillios seconded the motion, which was unanimously approved.

TREASURY REPORT:

Commissioner Fillios made a motion to accept the following Treasury Report:

Petty Cash	\$ 200.00
Umpqua Checking:	\$
Umpqua Checking	\$ 109,033.79
State Treasury Account Fund 891.....	\$ 991,097.86
Less Umpqua Assured Macro-Balance	\$ (1,500.00)
Balance of Working Capital this Date	\$ 1,098,831.65
Dedicated Funds at State Treasury Office Funds 369 TMF	\$ 166,968.87
TOTAL OF ALL FUNDS	\$ 1,265,800.52

Commissioner Addington seconded the motion, which was unanimously approved.

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

Items:

- #21 AH & JH Property's is the last pending property for acquisition for **Burma Road right-of-way project**. A trial has been scheduled for March 20, 2017, at 9:00 a.m. for the AH & JH Property case.
- #48 At the last Boothe Park hearing, the judge did not refer to the survey presented by the District's surveyor- there was no boundary by agreement therefore, Attorney Susan Weeks questioned what reference the Judge used for the actual location of Boothe Park boundary line. Phase II of Boothe Park Trial will be based on prescriptive easement.

OLD BUSINESS: (Follow-up List)

1. Secretary Sieverding said the 5 year update for the ESHD right-of-way is almost complete, the update will include all 2016 surface updates.

NEW BUSINESS:

1. The Board discussed the cost involved for advertising the public notice for the proposed **Dodge Right-of-way Exchange** and agreed it will be the District's responsibility for the publication cost but the District will not pay for any cost associated with the survey, monumenting, and adjusting the boundaries. (See: ESHD minutes- August 16, 2016, pg 3 of 5.)

2. Commissioner Addington made a motion to accept the following road right-of-way :

Type of Doc	Recording	Grantor	Road
Warranty Deed	2559053	Sally Tester	Burma Rd
Quitclaim Deed	2568596	Mary Lou Reed	Fernan Hill Rd
Quitclaim Deed	2568597	Mary Lou Reed	Fernan Hill Rd
Quitclaim Deed	2563143	Kootenai County	Fernan Hill Rd

Commissioner Fillios seconded the motion, which was unanimously approved.

3. At the last ESHD board meeting, Scott McKahan proposed a sight distance variance for Applicant Teresa Battien Living Trust's Proposed Serenity Heights Minor Subdivision- a four (4) lot minor subdivision on approximately 20 acres adjacent to Open Gate Lane and Carlin Bay Road.

Mr. McKahan said the applicant was denied access from Open Gate Lane which is private road; therefore, any access would have to access off Carlin Bay Road- which is a major collector.

AHDKC Standards Page 7 Section 209.02.

Approaches or intersections onto **collector roads** and arterial roads (all but local roads) shall be designed and constructed to provide forward vehicular movement for ingress and egress to the adjacent properties. Approaches or intersections shall be limited to such that a minimum separation of 330-foot center to center of approach or intersection is achieved (see 306.04).

McKahan requested an 180' variance for an approach 150 feet North of Open Gate Road onto Carlin Bay Road.

Commissioner Fillios read Section 500 Variance of Highway Standards for AHDKC which included: A variance shall not be considered a right of special privilege, but may be granted to an applicant only upon a showing of undue hardship of (1) special characteristics applicable to the site and (2) the variance is not in conflict with public interest. Hardships must result from special site characteristics, from geographic, topographic, or other physical conditions, or from population densities, existing street locations or traffic conditions.

The Board did not find Mr. McKahan's variance request to show an undue hardship to applicant but agreed to go out and review the site distance in the area of the variance request.

Action: Commissioner Addington called to table the conversation and to hold a "Special Call Meeting on December 5, 2016 at 9:00 a.m. to further deliberate on Mr. McKahan's request for a variance for an approach off Carlin Bay Road. Commissioner Fillios seconded the motion, which was unanimously approved.

3. Broker Tracey Yost Advanced Benefits presented the Board with the following two medical insurance renewal options for the Board's review:

Option I: To renew under the current Regence Innova Plan would reflect a overall 19% premium increase.

Option II: Under the **Idaho Independent Intergovernmental Authority (III-A)- Blue Cross Plan** would present a 14% increase for employer portion and decrease of 30% for the dependent's portion.

The participation in the III-A Plan requires a consecutive three (3) year participation commitment. All participants that withdraw from the III-A Plan, as either an Authorized Withdrawal or as an Unauthorized Withdrawal, will be financially responsible for all unfunded run-out claims and the District will be billed by the III-A Plan for such unfunded run-out claims and will be responsible for a financial penalty equal to the sum of contributions paid by or charge to the withdrawing III-A member during the twelve (12) month period immediately prior to the date to the Unauthorized Withdrawal.

Per the contract retirees and dependents of a deceased employee are eligible for III-A coverage at their own cost. Both options include a built in premium monthly (PEPM) fee made to the broker for their services. The dependent's of an employee will not be assessed the fee.

Comparison of Option I and II presented:

Carrier/Plan Type	Option I	Option II	Option II Comparison
Network	Negotiated Renewal	III-A Blue Cross Plan	
Individual Deductible (In/Out)	\$1,000 Calendar Year	\$1,000 Calendar Year	
Family Deductible (In/Out)	\$3,000 Calendar Year	\$2,000 Calendar Year	Reduced
Member Coinsurance	30 % / 50 %	20 % / 40 %	Reduced
Individual Co-Insurance Max OOP (In/Out)	\$4,000 Combined	\$2,500/\$4,000	Reduced
Family Deductible Max OOP (In/Out)	12,000 Combined	\$5,000/ \$8,000	Reduced
Copay (In)	\$30 PPO/ \$45 Traditional	\$20	Reduced
Maternity/Mental Health	Included/Included w/Limits	Included	
Prescription Benefits		RXOOPM \$3,000 Ind/\$6,000 family	
Generic	\$10.00	\$10.00	Reduced
Formulary Brand Name	35%	25%	Reduced
Non-Formulary Brand Name	50%	40%	
Specialty	Variable	Variable	
Additional Benefits			
Emergency Room	\$100 Copay then Deductible /Coinsurance	\$100 Copay then Deductible /Coinsurance	
Lab & X-Ray	100% to \$400, then Deductible/Coinsurance	Deductible/Coinsurance	
Adult Vision	Separate-VSP	Separate	
Adult Dental	Separate-Dental	Separate	
EAP (Employee Assistance Program)	Not included	Included - 8 visits	
Additional Benefits	Comp. Care- 12 Visits	%15,000 EE Life Insurance	

Action: Commissioner Fillios made a motion accept the III-A Blue Cross Plan and to enter into a Participation Agreement between the East Side Highway District and the Idaho Independent Intergovernmental Authority (III-A) to participate in III-A's employee benefits program. Commissioner Addington seconded the motion, which was unanimously approved.

SECRETARY REPORT:

1. The District offers employees the option to participate in a Cafeteria Plan which is administrated by Magnuson McHugh and Company. This benefit allows the employee to have a limited amount of non-taxed funds deducted from their paycheck for pre-determined medical related costs. Secretary Leake informed the Board that Magnuson McHugh and Company recently notified the District that the new 2017 FSA election amount increased from \$2550.00 to \$2,600.00 per year. **Action:** Commissioner Addington made a motion to increase the District's Cafeteria Plan to the new 2017 FSA election amount of \$2,600 per year. Commissioner Fillios seconded motion, which was unanimously approved.
2. State Insurance Fund update: Last week ISIF Representative Joseph Guerrin met with Secretary Leake to review the policy. He reported that the District does a great job keeping claims down and to keep up the good work. He also checked with the policy underwriter and it was confirmed that the District could save additional funds by adding a code for time spent in the shop. The form to be completed at the end of this year will include that code and ISIF will give credit for the entire year for the time coded to 'Shop'.
3. Secretary Sieverding participated in an GIS Day held at the University of Idaho in Moscow Idaho last week. Sieverding shared with the group her involvement in the District's GIS ROW Project. The collaboration with other Local and State agencies have made great progress in the GIS community.

SUPERVISOR PANKRATZ:

1. Supervisor Pankratz met with ITD on Yellowstone Road to discuss some serious concerns with the jersey barriers in relation to Interstate 90. It has been scheduled for November 30th for the District to assist removing the barriers. "Use extreme caution -one lane roadway ahead" signs will be posted.

This area of concern is in ITD right-of-way and the preexisting Board adopted Resolution 2006-05 ceasing the maintenance of this area of concern.

The reconstruction cost for this structural erosion is estimated at \$388,000. LHTAC may designate \$100,000 in emergency funds towards the repair of this failure; in addition, to ITD's committed of another \$100,000 leaving \$188,000 unfunded.

Chairman Sverdsten asked to arrange a time for the Board to meet with ITD Representative Jim Coleman to further discuss a remedy to repair this structural failure.

2. The material used for Fernan Lake Road Chip Seal Project is deteriorating. The work completed by Poe Construction is under a one year warranty.
3. Pankratz received a call from a resident claiming one the District's trucks was traveling 80 mph while snow plowing an area in the city last year.
4. The District's new trucks were delivered and are ready for operation.
5. A timber company agreed to put some more gravel on **Willow Creek Road.**

6. Pankratz will be meeting with JUB tomorrow afternoon at 1:00 p.m. to discuss a feasibility study for the Coeur d' Alene River Bridge at Cataldo.
7. It cost the District \$5,060 to find out what was wrong with engine in Unit #345, 2008 Dump Truck. One of gears in accessory drive failed and anything dealing with oil will have to be replaced. The five year warranty on this eight year old unit has expired.

The following are two options for fixing this unit: **Option I.** Stage 3 Rebuild with a 3 year warranty - \$40,502. (or) **Option 2** - Complete reman exchange with an one year warranty - \$54,000.

Action: It was the consensus of Board to go with **Option I**, which is 50% of the total budgeted for equipment repair.

8. Supervisor Pankratz will be exchanging his comp time for working Veteran's Day last Friday for this Wednesday.
9. The right-of-way clearing on Watson Road is complete.
10. The foremen found the Bridge Seminar held in Twin Falls very informative and common sense approach for bridge repair.
11. Weather permitting, an annual NPDES staff training is scheduled for November 29th, 7:30 a.m. at Lakes Highway District.
12. If the new IACER's Board asked for our District's participation in doing a presentation on the Local Agency Success of 2008 Over-Ride Levy. Secretary Sieverding agreed to put together a Powerpoint Presentation. There was very good feedback on the IACER's conference evaluation this year. One feedback indicated that this was the best conference in ten years.
13. New guardrail has been placed on the North side of Canyon Road Project. Frontier Communications have temporally relocated their lines on the South side and as Gurney's schedule allows the **Canyon Road Guardrail Project** will be completed.

COMMISSIONER FILLIOS:

1. On October 30, 2016, the Coeur d' Alene Press released **The East Side Highway District had been selected for 2016 Best of Coeur d' Alene Award** in the County Government Office category by the Coeur d' Alene Award Program. The CDA Award program is an annual awards program honoring the achievements and accomplishments throughout the CDA area.
2. Commissioner Fillios will be sworn into office as Kootenai County Commissioner in January 2017- Fillios last day in office as ESHD Commissioner is December 31, 2016; therefore, the Board declares a Sub District 1 Commissioner "Vacancy" as of January 1, 2017.

Idaho Code 40-1304 (2) provides the direction the Board needs to follow when any vacancy occurs in the office of highway commissioner using the criteria established in section 59-901. The Board agreed to discuss the replacement of Commissioner Fillios at the Special Call meeting held on December 5, 2016 at 9:00 a.m.

COMMISSIONER ADDINGTON:

No comment

CHAIRMAN SVERDSTEN:

1. The 2016 Annual IAHD Convention in Sun Valley had record breaking vendor participation due to the accommodations. The hotel staff were excellent and the convention agendas were very informative.

Commissioner Addington made a motion to adjourn the board meeting at 12:20p.m. Commissioner Fillios seconded the motion, which was unanimously approved.

**COMMISSIONER FILLIOS
SUB-DISTRICT #1**

**CHAIRMAN SVERDSTEN
SUB-DISTRICT #2**

**COMMISSIONER ADDINGTON
SUB-DISTRICT #3**

**SECRETARY/TREASURER
SIEVERDING**