

**EAST SIDE HIGHWAY DISTRICT
MINUTES – June 15, 2020**

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

Present: Vice Chairman John Austin, Commissioner Mark Addington, Director Ben Weymouth, Supervisor John Pankratz and Board Secretary Angela Sieverding.

Present via Telecommunication as authorized under 74-203 (5): Chairman Graham Christensen

Chairman Christensen turned the meeting over to Vice Chairman John Austin.

No Conflicts of Interest with Agenda

Guest: Terri White, Scott Stephens, Jay Hassell and Jeremy Russell with JUB Engineers.

1. In May 2019, Terri White said a street sweeper dug a three inch curb in front of her driveway off **Sunnyside Road**; thereafter, a heavy rain fell for days causing the approach and the sides of her drive to erode. Ms. White expressed her concern that nothing has been done about the damage and claimed the erosion is getting worse.

Staff agreed to look at Terri White's claim of damage on Sunnyside Road.

2. Jay Hassell with JUB provided the Board with the following update for ESHD Projects:
 - **KN 20094, French Gulch/Fernan Hill.** The PS & E is scheduled for mid-July.
 - **French Gulch/Fernan Hill/Harrison:** A flyer was sent out to the residents letting them know the District has postponed the Open House until this fall to further discuss ideas for potentially completing additional portions of the road.
 - **D3 Shed (Harrison Shop):** The contractor is responsible for the site-disturbance and building permit. A pre-construction meeting is scheduled for June 17th at 1:00 p.m. at JUB office or via Zoom.
3. On May 5, 2020, the District sent Scott Stephens a letter requesting to remove his fence from the public right of way on both east and west side **Silver Beach Road**. In response, Mr. Stephens removed the fence within the east side of the road.

Mr. Stephens explained to the Board that his encroachment on the east side of the Silver Beach Road included a 5' wood grape stake fence which was built behind an ecology block retaining wall that was permitted 20 years ago; in addition, to the fence encroachment, Mr. Stephens built a wood deck with a 4 foot x 4 foot hinged access door over the grated catch basin inlet.

The District needs to have access to the catch basin in case of blockage. Supervisor Pankratz said the storm water catch basin within the right of way is permitted by the District to the Developer.

The Commissioners and Staff agreed to meet on site to evaluate Mr. Stephen's encroachment on east side of Silver Beach Road. Staff agreed to review the CCR for Syringa Heights Development to see who is responsible for the permitted storm drainage.

Approval of Previous Minutes:

Commissioner Addington made a motion to approve the May 16, 2020 General Board minutes and the June 3, 2020 Special Call minutes as presented. Commissioner Christensen seconded the motion, which was unanimously approved.

Approval of Treasury Report:

Commissioner Addington made a motion to approve the following Treasury Report: The general checking account expenses and transfers from checking were in the amount of \$356,005.43 covered by checks #17951 and #17996 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Christensen seconded the motion, which was unanimously approved.

Petty Cash	\$200.00
Umpqua Checking Acct	\$125,409.36
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$1,078,431.92
Designated CDA Lake Dr. - DBF Fund 412	\$2,009,909.60
Traffic Mitigation Fees - DBF Fund 369	\$209,435.21
Total Balance of All Fund Accounts	\$3,421,886.09

DISCUSSION ON CORRESPONDENCE, REPORTS, PERMITS: No discussion

OLD BUSINESS: (Follow-up List)

1. Director Weymouth is working on the design and cost estimate for the office expansion.
2. A letter was sent to LHTAC requesting to advance the French Gulch/Fernan Hill Project.

NEW BUSINESS:

- A. Commissioner Christensen made a motion to **adopt ESHD Resolution 2020-03** as the District's Policy for submitting of items for the Board's review. All supporting documentation to be considered by the Board must be submitted no less than **ten (10) calendar days** prior to the regular scheduled Board meeting, except in emergency situations, as authorized under Idaho Code 74-204 (2).
- B. The District's MS4 permit from EPA for storm water management is in place for District's Urban Area. The reporting requirements tied to this permit will be placed on the District's follow-up list.
- C. A few residents off **Arrow Road** participated in a District cost-share to place magnesium/chloride treatment on the road.
- D. Commissioner Addington made a motion for JUB Engineer's to move forward with the conceptual design of **Burma/Gozzer Road Intersection Project** (estimated cost \$44,700.) Commissioner Christensen seconded the motion, which was unanimously approved.

- E. Staff provided the Board with the projected year-end balance for 2019/2020 income and expenses. The Board also discussed future expenses for labor, administration, contracts, and future projects. The Board will further discuss the proposed 2020/2021 budget at the July 15, 2020 board meeting.

The ESHD Final Budget Hearing is scheduled for August 31, 2020 at 9:00 a.m. The Board will amend this year's budget in September 2020.

Vice Chairman Austin called for recess at 10:00 a.m., upon reconvening back into order at 10:45 a.m.

EXECUTIVE SESSION: Citing Idaho Code 74-206 (f) and 74-206 (a), Vice Chairman Austin moved for the Board enter into an Executive Session at 10:45 a.m. to communicate with legal counsel on options for pending litigation and to consider hiring an employee. Vice Chairman Austin called for the following roll call: Chairman Christensen, aye; Commissioner Addington, aye; and Vice Chairman Austin, aye. The motion was unanimously approved.

Present at Executive Session: Vice Chairman John Austin, Commissioner Mark Addington, Director Weymouth, Supervisor John Pankratz, Engineer Jeremy Russell.

Via telephone: Chairman Christensen and Attorney Susan Weeks.

Vice Chairman Austin closed the Executive Session at 12:50 a.m., upon reconvening into a Regular Session, immediately thereafter.

ACTION:

Commissioner Addington made a motion to proceed with a quiet title action on the upper area of **Boothe Park**. Commissioner Christensen seconded the motion, which was unanimously approved.

SECRETARY REPORT No comment

SUPERVISOR PANKRATZ: No comment

DIRECTOR WEYMOUTH:

1. The **Yellowstone Trail Rd Project** kickoff meeting held at the ESHD on June 9, 2020 went very well said Director Weymouth. Workshop participants included the ESHD, ITD, D.J.A Engineers., BLM, and Terracon Consultants, Inc.
2. At the Associated Highway District meeting held on June 11th, it was suggested to hire an independent consultant to perform a fee study. The estimated cost is \$20K (5K per district). The Board asked for RFP (request for proposal) to perform this study.

COMMISSIONER ADDINGTON: No comment

VICE CHAIRMAN AUSTIN:

1. Carlin Bay Road is scheduled for a road stabilization treatment tomorrow- weather permitting.

CHAIRMAN CHRISTENSEN: No comment

The next East Side Highway District meeting has been scheduled for July 20, 2020 at 9:00 a.m.

Commissioner Addington made a motion to adjourn the board meeting at 1:07 p.m. Vice Chairman Austin seconded the motion, which was unanimously approved.

**CHAIRMAN CHRISTENSEN
SUB-DISTRICT #1**

**COMMISSIONER AUSTIN
SUB-DISTRICT #2**

**COMMISSIONER ADDINGTON
SUB-DISTRICT #3**

**BOARD SECRETARY/DISTRICT CLERK
SIEVERDING**