

**EAST SIDE HIGHWAY DISTRICT  
 MINUTES – September 21, 2020**

Chairman Graham Christensen called the board meeting to order at 9:07 a.m.

**Present:** Chairman Graham Christensen, Commissioner John Austin, Commissioner Mark Addington, Director Ben Weymouth, and Board Secretary Angela Sieverding.

<u>Guest:</u>	<u>Represented</u>	<u>Request to Speak</u>	<u>Agenda Item</u>
Jeremy Russell	JUB Engineering Inc.	Yes	Executive Session
Jay Hassell	JUB Engineering Inc.	Yes	Project Update
Susan Weeks	James, Vernon, Weeks, P.A	Yes	Executive Session

**JUB’s Update on ESHD Projects:**

1. **KN 20094, French Gulch/Fernan Hill:** Fliers have been sent out to the residents regarding upcoming work. The ditch work is soon to start.
2. **French Gulch/Fernan Hill/Harrison Ave:** Cost estimate and outreach support is on hold for open house scheduling.
3. **Sub 3 Shed Project:** The architect has approved the resubmitted building shop drawings. Structural steel is behind schedule for delivery and installation. Most of the exterior slab work is complete.
4. **Burma/Gozzer Intersection:** Jay Hassell has been working with staff on two preliminary design concepts which include one for a 25 MPH curve (would need advisory speeds) and another for 35 MPH curve (no advisory speeds.) Once the ESHD selects a preferred option, JUB will finish the preliminary design, define ROW needs, and prepare costs.

**Previous Minutes:**

Commissioner Addington made a motion to approve the following minutes: August 17<sup>th</sup>, 19<sup>th</sup>, and 31<sup>st</sup>. Commissioner Austin 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 \$522,310.85 covered by checks # 18093 and # 18143 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Graham Christensen vacated the position as chairman, and seconded the motion, which was unanimously approved.

**TREASURY REPORT:**

<b>Petty Cash</b>	\$200.00
<b>Umpqua Checking Acct</b>	\$126,926.07
<b>Less Umpqua Assured Macro-Balance</b>	-\$1,500.00
<b>State Treasury Account Fund 891</b>	\$731,809.62
<b>Designated CDA Lake Dr. - DBF Fund 412</b>	\$2,018,442.67
<b>Traffic Mitigation Fees - DBF Fund 369</b>	\$210,313.24
<b>Total Balance of All Fund Accounts</b>	<b>\$3,086,191.60</b>

There was 12% reduction in the Highway Users Funds in the last quarter in comparison to last year. The total receipts for HUR funds came in \$27,612 higher than projected in this year's budget. The Board projected a 15% reduction for next year's HUR funds.

**DISCUSSION ON CORRESPONDENCE, REPORTS, PERMITS Received/Sent:** No comment

**OLD BUSINESS: (Follow-up List):**

1. **Office Expansion:** Staff met with a residential contractor to go over options for remodeling and/or expanding the office and now is waiting for pricing.
2. **MS4 Permit:** Dry season monitoring data has been collected. Staff will be working on the permit and report requirements for MS4 permits. The next step will be manage this information through IWorQ or similar application.
3. Director Weymouth will continue to attempt to set up a meeting with Chris Bosley, CDA City Engineer, Coeur d'Alene Police Department, and Sheriff's Department to further discuss solutions for **speed control on CDA Lake Drive.**
4. Director Weymouth will proceed in coordinating a meeting with Carlin Bay POA to further discuss the parking issue on Carlin Bay Road near SH97.
5. The District will be purchasing a new mower to assist in the roadside mowing. An additional new mower/tractor is in next year's budget.
6. Commissioner Austin will look into financial options for leasing the Sub 3 Shop once the building is complete.
7. LHTAC will reimburse the District approximately \$8,000 for a portion of the construction match requirement for the **East Canyon Road Striping Project-** the reimbursement may take a year or longer.

LHTAC did reimburse the District \$6,000 for the design portion of the French Gulch/Fernan Hill Rd resurfing-rehabilitation STC-1697 Project.

**NEW BUSINESS:**

1. Commissioner Austin made motion to set an Amended FY 2019/2020 budget hearing via Zoom for September 30, 2020 at 9:00 a.m. Commissioner Addington seconded the motion, which was unanimously approved. (Publication: September 23<sup>rd</sup> and 24<sup>th</sup>)
2. Commissioner Addington made motion to piggy back on Idaho Transportation Department contract for supplying snow and ice chemical control product at \$171.45 per ton for Liquid Freezgard/Magnesium Chloride. Graham Christensen vacated the position as chairman, and seconded the motion, which was unanimously approved.

**SECRETARY REPORT:** Secretary Sieverding said that she will be working with the Director on updating the District's right-of-way map when time is available. The line work for pavement management for IWorQ has been completed.

**DIRECTOR WEYMOUTH REPORT:**

1. Staff Update:

- All employees for the ESHD are healthy and working.
- Crewman Cody Kraack has been promoted to foreman position in Sub 2.
- Tucker Day was hired through Integrated Personnel to start in Sub 2, on the first of October.
- A crew's position will be open for Sub 1 in December or January.
- The Board and Director will be seeking candidates to fill the Deputy Director's position in the near future.

2. Projects:

- Road stabilization and dust abatement, chip sealing, and striping is complete. The crews are working on culvert replacement, general maintenance, and winter preparation.
- Basin Resources reimbursed the District for chip sealing the 300' of **Canyon Road** they damaged while blasting a pit adjacent to the road. The Basin will redo the durable paving markings next year.
- The stakes have been placed for French **Gulch /Fernan Hill Project**. Crew have begun clearing. Ditch and shoulder maintenance, and culvert replacement, will commence later this week.  
Chairman Christensen would like to add those portions French Gulch Rd not in this project to the District's chip seal program. Director Weymouth said that would be evaluated for 2022.
- The soft spot on Bell Canyon Rd have been repaired and more gravel will be placed on the road.
- ITD has prepared the draft RFP including the **Canyon Road Bridge**. The consultant selection should go out next week. Commissioner Austin said his feel from what he has heard from the locals that they are not opposed to leaving bridge open for pedestrian traffic only. This could be recommended as one of the alternatives.
- The intersection of Chief Road and O'Gara Road has been straighten up to improve the turn radius.
- Two large culverts on Yellowstone Road, west of Bonnell Road, will be replaced in the next few months.
- Director Weymouth has been in contact with Stimson regarding a land swap for 40 acres near Powderhorn Bay.
- All the Kootenai County Associated Highway Districts were on board in allowing Director Shanley and Director Weymouth to meet with a consultant to further discuss highway district fees and to request an outline of impact fees and process to implement.

**COMMISSIONER ADDINGTON:** No comment

**COMMISSIONER AUSTIN:**

1. Commissioner Austin said the construction traffic at Gozzer Ranch is ridiculous and an impact fee for this development would have financially assisted the District with the traffic impact.

2. Commissioner Austin thanked staff for replacing the stop sign on **Service Creek Road**- the road he lives on.

**CHAIRMAN CHRISTENSEN:**

1. Chairman Christensen said the approach on Bennett Bay off Coeur d' Alene Lake Drive is a poor location for those using the bike trail. The visibility is very poor. Director Weymouth said it is a temporary permit, and his comments for approval of the plat to KCCD included limiting the approaches into CDA Lake Drive to existing permanent approaches.
2. The Harrison Ave repair project done with asphalt zipper looks good. Chairman Christensen would like line up other projects using this machine.

**EXECUTIVE SESSION:**

Commissioner Austin made a motion to call the meeting into an Executive Session as authorized under Idaho Code 74-206 (f) to discuss Boothe Park and Potlatch Hill Rd at 10:20 a.m.

Commissioner Addington seconded the motion, and which the following roll call was taken:

Chairman Christensen... yea  
Commissioner Austin... yea  
Commissioner Addington.. yea  
The motion was unanimously carried

Commissioner Austin made a motion to close the Executive Session at 10:54 a.m. Commissioner Addington seconded the motion, and which the following roll call was taken:

Chairman Christensen... yea  
Commissioner Austin... yea  
Commissioner Addington.. yea  
The motion was unanimously carried

No action taken

Commissioner Austin made a motion to adjourn the board meeting at 10:55 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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**BOARD SECRETARY/DISTRICT CLERK  
SIEVERDING**