

**EAST SIDE HIGHWAY DISTRICT
MINUTES – OCTOBER 19, 2020**

Chairman Graham Christensen called the board meeting to order at 9:02 a.m.

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

Conflict of Interest: No.

<u>Guest:</u>	<u>Represented</u>	<u>Request to Speak</u>	<u>Agenda Item</u>
Angela Comstock	JUB Engineers	Yes	B, C

JUB's Update on ESHD Projects:

1. **KN 20094, French Gulch/Fernan Hill Project** bids will be opened on October 27, 2020. LHTAC will reach out to coordinate the Construction Engineering and RFI with staff.
2. **Burma/Gozzer Road Project** will include a 35MPH curve (no advisory speed) design speed. JUB is defining the preliminary design, ROW needs, and will prepare an opinion for cost.

Angela Comstock will work with staff on preparing the LRHIP application which will include; proof of KCATT involvement; letters of support; update of ESHD's CIP with project listed; and reports of most recent sign and pavement management assessments.

The Board agreed to apply for the following grants for the Burma/Gozzer Road Project:

- FY 22 LRHIP for up to \$100,000 for construction (due 11/16/20)
- FY 23 LHSIP due (01/14/21) funding which will require a 7.34 % match
See: Action item under agenda item C.

3. **Sub 3 Vehicle Storage Shed Project:** JUB Engineers performed an additional inspection on the interior concrete slab due to poor workmanship. The exterior slabs have not been poured yet and the project is behind schedule.

The contract between the District and Ginno Construction of Idaho, Inc. includes if the contractor is behind the specified completion date, the contractor shall pay the District \$1,000 in liquidated damages for each day behind schedule. JUB Engineers will continue to monitor and update Staff on the progress of this project.

Previous Minutes:

Commissioner Austin made a motion to approve the following meeting minutes: General Board meeting minutes for September 21st and the September 30th Amended Budget Hearing minutes. Commissioner Addington seconded the motion, which was unanimously approved.

Commissioner Austin made a motion to accept the following Treasury Report: The general checking account expenses and transfers from checking were in the amount of \$201,248.39 covered by checks #18144 and #18178 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Addington seconded the motion, which was unanimously approved.

ESHD’s projected FY 2019/2020 year-end budget is \$2,912,361. The ESHD’s closing FY 2019/2020 Operating Statement is \$3,003,912.

Chairman Christensen recommended for Staff to amend the District’s current 5YR CIP if there is not a 15% reduction in Highway User Funds in FY 20/21.

TREASURY REPORT:

Petty Cash	\$200.00
Umpqua Checking Acct	\$85,183.52
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$682,520.37
Designated CDA Lake Dr. - DBF Fund 412	\$2,021,271.90
Traffic Mitigation Fees - DBF Fund 369	\$210,604.36
Total Balance of All Fund Accounts	\$2,998,280.15

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

OLD BUSINESS: (Follow-up List):

1. Director Weymouth met with a remodel contractor and is still waiting for pricing for the office remodel. Due the lack of response, the Board agreed to move forward in checking with other contractors.
2. The District’s MS4 permit is active and the dry season monitoring is complete. Staff will continue tracking material to meet the MS4 compliance requirements.
3. The engineer from the City of CDA thinks there are existing recommendations for speed limit on Coeur d’ Alene Lake Drive. Staff will meet with the City and law enforcement to see if a reduced speed limit is appropriate and can be enforced.

NEW BUSINESS:

- A. Director Weymouth spoke with Susan and Mark Andrews last week in regards to her request for additional “no parking” signs to stop the public from parking in the public right-of-way blocking access to their driveway on **Fernan Lake Road**.

Under ESHD Ordinance No 2011-01, the District has established regulations for parking along Fernan Lake Road; therefore, Director Weymouth granted the Andrews approval to post their own “no parking/emergency turn-around only” sign in the public right-of-way adjacent to the Andrews’ driveway on Fernan Lake Road. The District will place a sign on our existing sign post referencing ESHD Ordinance No. 2011-01.

- B. Burma/Gozzer Road Design Options: *See above under JUB’s project updates.*
- C. Commissioner Addington made a motion to move forward in applying for a FY 22 LRHIP grant - up to \$100,000-for the Burma/Gozzer Construction Intersection Project (due 11/16/20.) Commissioner Austin seconded the motion which was unanimously approved.
- D. One page was missing in first recording of **The Pointe at Bennett Bay Plat**, under MIN14-0017; therefore, an amendment to The Pointe at Bennett Bay Plat was requested under MRP20-004.

In ESHD’s letter of comment to KCCD in regards to The Pointe at Bennett Bay Plat, staff included that Lots 1, 2, and 3 of Block One to access Coeur d’Alene Lake Drive from a shared driveway. Lot 1 Block Two will access onto Sunnyside Road. Additional access to Coeur d’Alene Lake Drive will not be allowed.

Action: Commissioner Austin made a motion approve and sign-off on **The Pointe at Bennett Bay Amended Plat**. Commissioner Addington seconded the motion, which was unanimously approved.

- E. The ESHD currently maintains 242.558 miles of road of which 113.539 are paved and 129.019 are graveled roads. In the last two years through the ESHD Road Stabilization Program, the District was able to treat 44.077 miles of gravel road with a dust suppressant. The goal is to continue this program.

Action: Commissioner Austin made a motion to approve the ESHD 2020 DH-1510 Local Road Mileage/ Surface report. Commissioner Addington seconded the motion, which was unanimously approved.

DIRECTOR WEYMOUTH:

1. Two employees have been exposed to people that have tested positive to the COV19 virus. Both are awaiting COV19 testing results. Staff is working on a more formal COV 19 policy using Panhandle Health COV19 recommendation for business practices and to potentially recoup cost through FEMA.

2. Director Weymouth worked with ITD and FHWA to develop the RFP for the Coeur d' Alene River Bridges preliminary design that will be advertised this week. Director Weymouth will be on the selection committee and "co-manage" the **Canyon Road Bridge** portion. The preliminary design will not obligate LHTAC or District for bridge construction.
3. Weather permitting, crew will be replacing two large culverts on Yellowstone Trail Rd, west of Bonnell Rd and one on French Gulch Road.
4. Highway District Directors are concerned about Kootenai County's update for Land Use and Development Code under the amendments for Land Division and Plats section. This update will address some but not all concerns with minor sub divisions and exempt 20 acre lot splits.

The following two public hearings have been set for KC Land Use and Development Code update: KCPZ – November 12th and KC Commissioners – December 10th. (The AHDKC Directors will be attending these hearings.)

5. The cost for a consultant to review and update a "draft" for the Highway District Associated Standard Fee structure will be \$1,940 for each highway district, plus a \$388 contingency.
6. The Sub District #1 crew's position will be filled in December or January.
7. Staff will advertise for filling the ESHD Deputy Director's position.
8. Director Weymouth will be meeting with Attorney Susan Weeks to discuss pending litigation and possible road validations.
9. Director Weymouth is waiting for a quote for a sickle mower to put on a tractor, rather than purchasing a new tractor this year which is in the budget. Those funds will be used to purchase another crew pickup.

SECRETARY REPORT: No comment

COMMISSIONER ADDINGTON REPORT: No comment

COMMISSIONER AUSTIN REPORT:

1. Traffic is being diverted from the I-90 Bridge Project onto **Yellowstone Road**. Commissioner Austin expressed his concern with single lane slide area and suggested placing guardrails in this area of road. Director Weymouth informed that Board that **Segment 1 of Yellowstone Road** Project under Idaho Federal Lands Access Program is currently being designed which includes repairing the slide area.

CHAIRMAN CHRISTENSEN REPORT:

1. The chip seal material used on Harrison Ave is very coarse and uneven. The District may have to look at using a finer source of material when chip sealing a higher traffic area.

Commissioner Austin made a motion to adjourn the board meeting at 10:50 a.m. Commissioner Addington 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