

**EAST SIDE HIGHWAY DISTRICT
MINUTES – November 16, 2020**

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

Present: Director Ben Weymouth and Board Secretary Angela Sieverding.

Connected via Zoom: Chairman Graham Christensen, Commissioner John Austin and Commissioner Mark Addington.

Guest connected via Zoom

Angela Comstock (JUB Engineering)
Susan and Tamarack Andrews
Fire Marshall-Jeryl Archer
Mike Curry

Agenda Item

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D

No Conflict of Interest:

Previous Minutes:

Commissioner Addington made a motion to approve the October 19, 2020 minutes as presented. Commissioner Austin 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 \$468,817.03 covered by checks #18179 and #18219 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Addington seconded the motion, which was unanimously approved.

TREASURY REPORT:

Petty Cash	\$200.00
Umpqua Checking Acct	\$95,218.25
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$649,336.90
Designated CDA Lake Dr. - DBF Fund 412	\$2,024,453.53
Traffic Mitigation Fees - DBF Fund 369	\$210,931.74
Total Balance of All Fund Accounts	\$2,978,640.42

DISCUSSION ON CORRESPONDENCE, REPORTS, PERMITS Received/Sent:

OLD BUSINESS: (Follow-up List)

1. A contractor's proposal for the office remodel came in right under \$100,000. Director Weymouth agreed to meet with the contractor to further discuss options for lowering the cost. Commissioner Austin was in favor of having a site survey on the septic, drain field, and utilities before further discussing expanding the office building.

2. Director Weymouth will be meeting Wednesday, November 18th with Engineer Chris Bosley with the City of Coeur d' Alene and law enforcement to further discuss remedies for speed control and safety on **CDA Lake Drive**.
3. The Carlin Bay Resort/Marina has visitors parking alongside Carlin Bay Road. Director Weymouth will be working on ordering "no parking" signs and will notify the owners of Carlin Bay Resort that no parking is allow adjacent to Carlin Bay Road at SH97 for safety reasons.
4. Director Weymouth will contact Wally Jacobson with Panhandle Area Council "PAC" to obtain a list of agencies to see what their finance experience was with PAC and to research options for financing the new Sub 3 Equipment Storage building.
5. A CIP workshop will be held after the next board meeting on December 14th to further discuss Capital Improvement Plan (CIP).
6. KCATT provided the District with a letter of support for the Burma/Gozzer Road Intersection Project and ranked this project as one of the top 3 projects.

NEW BUSINESS:

- A. Susan and Tamarack Andrews responded to Director Weymouth's staff report and gave some history on their dilemma in posting a "No Parking Emergency Vehicle Turn Around" private sign within public right-of-way on Fernan Lake Road.

Mr. Andrew said this signage is an emergency access issue to the Andrew's driveway that serves multiple households. In May, 2020, a person blocked their driveway- when confronted, the individual became belligerent when asked to move his vehicle, then tore the Andrew's personnel no parking sign off the rock face. The Andrews called the Sherriff's Department; in response, a deputy arrived and informed the Andrews he could not enforce a private sign.

Action: The Board agreed to endorse a private "No Parking Emergency Vehicle Turn Around" sign within the public right-of-way adjacent to Andrew's driveway with the following conditions:

- o The Andrews agree to apply for ESHD encroachment permit – fee will be waived.
- o The sign interface will include a reference to KC Fire Code.
- o All cost associated with this private sign will be at expense of the homeowners.
- o The District crew will assist the Andrews installing this sign in the best location.

B. JUB Updates on ESHD's Projects:

- **Sub District#3 Shed:** The structural steel building is up. The walls and roof insulation is complete and the metal sheathing will be finished this week- weather permitting. There will be concrete repairs performed to the trench and drains and floor. Repairs will likely require bonded warranty period beyond the contractual one year unbonded warranty.
- **Burma/Gozzer Rd Intersection:** LRHIP application will be mailed today. J-U-B is working on the preliminary design and cost to include in LHSIP application due in January 2021.

Angela Comstock will be providing Staff with a dollar amount for match requirement to prepare a resolution for the next board meeting.

- **Boothe Park:** JUB Engineers will have an update for Staff by the middle of next week.
- **Canyon Road Bridge:** (*see Director's Report*)
- **KN 20094, French Gulch/Fernan Hill Rd:** LHTAC will reach out to coordinate the CE&I RFI with the District's staff.

- C. In a letter directed to the Board, Charles Wadsworth addressed his concerns with a petition his brother Marvin Wadsworth and Larry Jenicek filed to vacate a portion of an old road known as Reservation Road in 1996. The ESHD held a hearing on July 1, 1996 in which no public comments of opposition was received; therefore, at that time, the Board adopted Resolution 1996-01 to vacate a portion of **Reservation Road** which goes through Charles Wadsworth property.

Charles Wadsworth mentioned in his letter that he believed the original portion of Reservation Road was still intact as a private road shared by three property owner. ESHD Resolution 1996-01 (instrument No. 1452538) makes no reference of a private road or to retain an access easement for the roadway. The District has no jurisdiction regarding private access across private property or access onto Highway 3.

The Board directed Staff to respond to Charles Wadsworth concerns as addressed in Director Weymouth's Staff Report.

- D. Commissioner Austin made a motion to approve the final plat for **Fernan View Estates Minor Subdivision** and to authorize Chairman Christensen to sign the plat, contingent upon Fernan Lake Road right of way approval by Director Weymouth and Attorney Weeks. Commissioner Addington seconded the motion, which was unanimously approved. (A traffic mitigation fee is not applicable on this subdivision)
- E. Commissioner Addington made a motion to approve **FY 2020 Annual Road Street Report**. Commissioner Austin seconded the motion, which was unanimously approved.
- F. Commissioner Addington made a motion to **adopt** the **COVID-19 East Side Highway District Health Crisis Event Policy** based on the guidance from Panhandle Health District, which include guidelines for routine staff functions to maintain a safe and healthy workplace and guidelines for those individual that are asymptomatic and/or in quarantine. Commissioner Austin seconded the motion, which was unanimously approved.

DIRECTOR WEYMOUTH REPORT:

1. Attorney Susan Weeks represented the ESHD in Palmer Suit (CV28-19-4630) at the Supreme Court on August 21, 20, and the District is waiting for the Supreme Court's decision.

2. A new copier/printer was purchased for the office. This piece of office equipment will pay for itself in 2 years based on the saving of toner cost alone.
3. The crews are most appreciative with the Board's decision to invest in the new Ford 550 and Kenworth truck.
4. ITD has issued a request for proposal (RFP) for the **I-90 Bridges over CDA River Project** including the preliminary design for Canyon Road Bridge. Director Weymouth will be on selection committee will managing the Canyon Rd Bridge portion of this project under ITD's umbrella.
5. All four Highway District Directors and Supervisors attended-either in person or virtually- the Kootenai County Planning and Zoning Commission Public Hearing to discuss Case No ORZ20-0003 and the impact of minor subdivisions masquerading as major subdivisions.

The KC Board agreed to move forward with approving the amended Kootenai County Code for minor subdivisions with exception of setting time limits on splitting preexisting minor subdivisions.

The Kootenai County Code amendment for minor subdivision will limit Highway District's input for bringing public roads up to Highway District Standards.

6. Two culverts were replaced on Sunnyside Road costing \$9,500 in material plus several days labor cost.
7. BLM has started logging the upper portion of Yellowstone Road.
8. Interstate Concrete and Asphalt was the lowest bidder for the **French Gulch/Fernan Hill Road Project Key No. 20094** presenting a bid for approximately \$868,000. The construction is scheduled for August 2021 which will give crew time to clean up the ditches and replace culverts.
9. The guardrail rail repair on **Benewah Bridge** in Harrison is complete. Director Weymouth implied this dilapidated 20' timber bridge needs to be replaced relatively soon-budget permitting.

SECRETARY REPORT: No comment

COMMISSIONER ADDINGTON REPORT:

1. In response to who place some concrete inside the radius between the stop sign at the intersection of Carlin Bay Rd and Hwy 97, Director Weymouth said it is an unknown private party and should be gone by the time snow plowing season is over.

COMMISSIONER AUSTIN REPORT:

1. A five hour delay occurred eastbound on I-90 on 4th of July Pass occurred on November 10th due to an accident. Commissioner Austin directed Staff reach out finding what ITD's policy for detouring traffic during these types of delays.

CHAIRMAN CHRISTENSEN: No comment

Chairman Christensen called for recess at 11:00 a.m. The general meeting resumed back into order 11:04 a.m.

EXECUTIVE SESSION:

Commissioner Austin made a motion to call the meeting into an **Executive Session** at 11:05 a.m. pursuant to the provisions of Idaho Code 74-206 (a) to discuss hiring an employee. Commissioner Addington seconded the motion upon the following roll was taken: Commissioner Austin-yes; Commissioner Addington-yes; and Chairman Christensen-yes.

Commissioner Austin made a motion to close the Executive Session at 11:37 a.m. Commissioner Addington seconded the motion upon the following roll was taken: Commissioner Austin-yes; Commissioner Addington- yes; and Chairman Christensen-yes.

No Action Taken

Commissioner Addington made a motion to adjourn the board meeting at 11:38 a.m. Commissioner 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