

**EAST SIDE HIGHWAY DISTRICT
MINUTES – March 15, 2021
Via Zoom Meeting ID: 236 197 6633**

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

Present: Director Ben Weymouth, Deputy Director Dave Yerian, and Board Secretary Sieverding.

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

Guest connected via Zoom

Amy W. Manning, III-Director
Angela Comstock with JUB

New Business

A.
H.

2. Commissioner Austin made a motion to amend the agenda to include an **Executive Session** As authorized under Idaho Code 74-206(a) to discuss an employee matter and 74-206 (f) to discuss pending litigation on **Boothe Park**. Commissioner Addington seconded the motion, which was unanimously approved

No Conflict of Interest:

TREASURY REPORT:

	Petty Cash	\$200.00
	Umpqua Checking Acct	\$129,463.92
	Less Umpqua Assured Macro-Balance	-\$1,500.00
	State Treasury Account Fund 891	\$1,270,323.30
	Designated CDA Lake Dr. - DBF Fund 412	\$1,821,598.18
	Traffic Mitigation Fees - DBF Fund 369	\$212,064.09
	Total Balance of All Fund Accounts	\$3,432,149.49

The recent property taxes and highway users fund payments are very close to last year's receipts and haven't shown much of a decrease. The Board will know more about the future receipts for Highway Users Funds by the end of April and the Forest Reserve Funds in May.

NEW BUSINESS:

A. Amy W. Manning, III-A Executive Director provided a report for FY-2019-2020 IIIA Insurance. The Trust has experience a 41.9% increase in enrollment form PY2018-19. The financial information was reviewed including COVID expenses and contract changes. Ms. Manning explained the surplus will begin to lower since the Trustees decided to use part of it for the current plan year. The staff's goals and projects were detailed. A few of the benefit enhancements are: Medical Telehealth Program; Annual Onsite Wellness Screening & Flu Shots-provide by PCP; Mental Health Program for onsite mental health screening, training, and counseling; PT Visits-Copay only; and Acupuncture visits.

The Trust continues to perform well.

B and C.

Laura Winter, P.E. CFM for Ruen-Yeager & Associates, Inc. informed the Board that the District's current **MS4 contracts** will be expiring at the end to the month. The previous permit had a March 1 to February 28, 2021 contract cycle based on the permit schedule and annual report deadline February. The new permits have a schedule that would establish a January through December contract cycle (annual reports are now due in December.)

The District's cost for Ruen-Yeager & Associates to provide assistance with their **2021 EPA NPDES Permit** shall not exceed \$11,500 and the estimated fee to perform the Scope of Services for the 2021 ESHD EPA NPDES **Joint Permit** is \$9,500.00.

Ruen-Yeager & Associates, Inc. (RYA) will identify many NPDES Permit requirements whose cost will be shared by PFHD, LHD, and ESHD split in proportion to level of effort expended on behalf of each district.

Commissioner Austin made a motion to allow Staff to enter into an agreements between the "Client" East Side Highway District and "Consultant" Ruen-Yeager & Associates, Inc. for engineering assistance for **2021 ESHD EPA NPDES Permit Compliance for Project No. P131019 and the 2021 ESHD EPA NPDES Joint Permit Compliance for Project No. P131020.** Commissioner Addington seconded the motion, which was unanimously approved.

- D.** Commissioner Austin made a motion to approve and directed Staff to sign the application for **Coeur d' Alene Ironman Special Event** to be held June 27, 2021. Commissioner Addington seconded the motion, which was unanimously approved.
- E.** Commissioner Austin made a motion to accept **Caterpillar Financial Services Corporation Finance** proposal to finance the balloon pavement due on the 2017 Caterpillar Grader (Unit #252) in the amount of \$136,350.00 in four annual payments of \$36,042.50. Commissioner Addington seconded the motion, which was unanimously approved.
- F.** A portion of the Ponderosa Drive lays within the property the Parsons purchased from Brandon Beierle.

Director Weymouth said now that both properties are under Parson's control, this will allow the Parsons to work with the District and exchange right-of-way so it is where the road is actually situated.

The Board agreed they are in favor of this conceptual plan. Parsons will need to provide the Board with a survey and legal description of the areas to be exchanged/abandoned and vacated.

G. PROJECT UPDATE:

- **French Gulch/Fernan Hill Rd**
Additional outreach is on hold.
- **D3 Shed:**
There will be a final walk through this week. The garage doors are operational. Ginno Construction made a case on liquidated damages. The bolt inspection never happened and will be a topic of discussion at the upcoming project meeting on March 17.
- **Burma/Gozzer Road Concept:**
J-U-B Engineers provided additional conceptual plan views for the Staff's review. The next step will be visit with the adjacent landowner.

The **Burma/Gozzer Road Intersection Project** application through the LHSIP was not funded. The District was awarded \$100,000 through the LRHIP application. The District will continue to seek alternative funding sources to assist with funding this project.

- I. The Board discussed bills the legislative is considering. Senate Bill No 1021 is proposed to revise the provision regarding a taxing district's budget limitations as authorized under Idaho Code 63-802. If this bill passes, this will limit the District's total maximum not to exceed beyond four percent (4%) without voter approved. HB130 and HB133 have potential to provide additional revenue for roadways.

OLD BUSINESS:

1. There has been no update on the KC Land Use Development Code.
2. Traffic counts have been taken on CDA Lake Drive. Director Weymouth said he would like to see how the Hagadone complex folds out on Coeur d' Alene Lake Drive before discussing any future road improvements.
3. Director Weymouth is checking on suppliers to see if a pipe arch would work in lieu of a bridge on Benewah Road which would make it a much more cost effect project. There is right-of-way in this area.
4. Staff researched the **guard shack status** on Gozzer Road and only found a temporary permit dated September 25, 2006. Staff did not find a permanent encroachment permit or agreement for the guard shack. The bidirectional AADT counts on the west end of the guard shack is 533 vehicles and on the West of Burma Road is 260 vehicles.
5. John Scarrow was given a copy of the District's Cost-Share Policy for improving **East Point Road**.

CORRESPONDENCE RECEIVED AND SENT: No Comment

SECRETARY REPORT: No comment

Chairman Christensen called for a recess at 10:27 a.m. The Board resumed back into order at 10:37 a.m.

DIRECTOR OF HIGHWAYS WEYMOUTH:

Staff Report:

1. All the District's Staff continues to be healthy and at work.
2. Integrated Personnel has an applicate for a mechanic/crew person for Sub-District 1, and we have asked them to move forward with the applicant.
3. **Secretary Angela Sieverding will be retiring on March 31, 2021.** There has been limited qualified applicants applying for the District Clerk/GIS Tech position posted at Integrated Personnel. Director Weymouth suggested putting more emphases on the District Clerk's skills rather than GIS Tech clerk to get a better turnout for filling the District Clerk's position and maybe a consultant to work on the District's GIS input.
4. The Road Stabilization and Dust Abatement Plan will continue as last year.
5. Director Weymouth and Deputy Director Yerian met with the three foremen last Thursday to discuss the District needs for roadway, facility, and equipment. Staff is finalizing a summer work schedule for chip seal and other larger than routine maintenance projects.
6. Once the summer work is all lined out, Staff will refocus on the District's 5yr CIP.
7. Windstorm and debris cleanup is mostly done. The crew are working on repairing the roads for summer maintain.
8. Director Weymouth said man hours have been negotiated with the consultant for the **Canyon Road Bridge Project** and the contract should ready by the next board meeting. The real work effort starts with a survey and the river bathymetry before the water comes up which is covered under ITD's contract.
9. The **French Gulch/Fernan Hill Rd Project** is still on track to start construction on August 1st.
10. Director Weymouth met with Tim Kiser, US Fish & Wildlife Service, to discuss the culverts for July Creek under River Road. Mr. Kiser has initial funding approval from the Restoration Partnership, and will work with Director Weymouth to develop a scope of work and budget proposal for the project.
11. A title report has been ordered on the District's 40 acres near Powderhorn Bay to see if there are any easements associated with the property.
12. D.G. and S. Company has been awarded the **Grays Meadow Project** to reroute the pump discharge near Black Lake. Their equipment is currently on location, so the District will not delay their project by enforcing load limits.

13. Residents are interested in engaging in a cost-share for improvements on Parker Ave and East Point Road. The District's current cost-share policy is based on volume of traffic, the resident's participation would be 50%. The Board expressed support for pursuing these potential cost-shares.
14. Director Weymouth will be on vacation on March 29th thru April 5th. Deputy Director Yerian will be on vacation March 29th.

DEPUTY DIRECTOR YERIAN:

1. Duty Director Yerian reviewed the following 2021 chip-seal projects, including prep work.
 - Tamarack Ridge Rd- ditch, overlay, and crack seal
 - Valleyview Dr.- A thin overlay and reset one culvert pipe
 - Bentley Creek Rd: crack seal
 - Dredge Rd: crack seal
 - Gotham Bay Rd: crack seal
 - Harlow Point Rd: crack seal
 - Headlands: Dura-patch the shoulders and crack seal
 - Additionally, the District is planning on building up 1800' of Latour Creek Road with base rock, top course, and adding two culverts.

The plan is not to fog seal at the end of the chip seal season to allow the underline oils to adhere to the rock for one year. Director Weymouth is working on separate list of road projects if additional funds become available.

Next year's program will include a CRS-2P emulsion and clean chips on **Gozzer Road** and **Coeur d' Alene Lake Drive**.

Lakes Highway District bid opening for liquid asphalt is on March 18th; thereafter, the District can piggy back off those new rates. Once those bid price is accepted, Staff will work on pricing out summer chipseal projects.

Director Weymouth said that asphalt maintenance is a high priority. It is more cost effective if the District conducts their own work verses contracting the work out.

COMMISSIONER ADDINGTON: No comment

COMMISSIONER AUSTIN : No comment

CHAIRMAN CHRISTENSEN:

- 1 Chairman Christensen attended the Associated Highway District of Kootenai County held on March 11th. Jeremy Grimm with Whiskey Rock Consulting presented final review of the AHDKC fee analysis. The Board agreed to move forward with developing a Request for Proposal "RFP" for an Impact Fee Study and for updating the AHDKC general fees.

2. The next East Side Highway District Board meeting will be held on April 19th, in-person, at the District Office located at 6095 E. Mullan Trail Rd, Coeur d' Alene Idaho.

EXECUTIVE SESSION:

Commissioner Austin made a motion to enter into an Executive Session at 11:08 a.m. pursuant to the provisions of Idaho Code 74-206(a) to discuss an employee matter and 74-206 (f) to discuss pending litigation on **Boothe Park** Commissioner Addington seconded the motion, in which the following roll call was held: Commissioner Austin-yes; Commissioner Addington-yes; and Chairman Christensen-yes.

Commissioner Austin made a motion to close the Executive Session at 11:49 a.m. Commissioner Addington seconded the motion, in which the following roll call was held. Commissioner Austin-yes; Commissioner Addington-yes; and Chairman Christensen-yes.

Chairman Christensen called for a Special Call meeting to be held on March 17th, at 9:00 a.m.

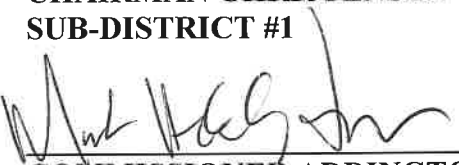
Commissioner Austin made a motion to adjourn the board meeting at 11:49 a.m. Commissioner Addington seconded the motion, which was unanimously approved.



CHAIRMAN CHRISTENSEN
SUB-DISTRICT #1



COMMISSIONER AUSTIN
SUB-DISTRICT #2



COMMISSIONER ADDINGTON
SUB-DISTRICT #3



BOARD SECRETARY
SIEVERDING