

**EAST SIDE HIGHWAY DISTRICT BOARD OF COMMISSIONERS**  
**April 6, 2020 Special Call Meeting Minutes**

Chairman Christensen called the board meeting to order at 9:15 a.m. via conference call.

**Present:** Chairman Graham Christensen, Commissioner John Austin, Commissioner Mark Addington, Director Ben Weymouth, Supervisor John Pankratz, District Clerk Angela Sieverding, Secretary Treasurer Rosie Leake.

**Guest:** JUB Engineer Angela Comstock

**New Business:**

1. Authorization to execute the ITD agreement on Key 20474 Canyon Road striping:  
Discussion: ITD is a little delayed on projects right now, so we don't have the contract in hand.  
Action: Motion by Commissioner Addington to sign the Key 20474 Canyon Road Striping agreement with ITD as soon as it becomes available. Motion seconded by Commissioner Austin. Motion carried with unanimous approval.
2. Authorization to advertise for bids for the Sub District 3 shed project:  
Discussion: Director Weymouth informed the Board Members that we budgeted 750K (641K for construction) and we are about 2% over right now. This number may increase or decrease depending on the bids. He said we can still stop the process if the bids come in much higher than expected.  
Chairman Christensen asked Engineer Comstock how other project's bids/ pricing are coming in. Comstock recently sought the opinion of an architect, a mechanical and a local building contractor about delays in obtaining materials or changes to bid pricing, with no negative feedback as far as access to materials. We should keep in mind that problems could develop with the supply chain.  
She and Director Weymouth will be working through some provisions including the spec packet about delays in the physical delivery of bids and things more logistical in nature. She noted that we have a clause that addresses cost escalation. If bidders are concerned about steel costs or changes in big ticket items there are tools we can incorporate into the project as an addendum. There are no red flags at this point, but she will keep an eye on this specifically.  
Director Weymouth said he spoke with a local general contractor who said this is actually a good time for us to go to bid in light of what is happening in the private sector.  
Commissioner Austin asked if there was any chance the Governor would suspend essential construction? Comstock replied that she hasn't heard anything of that nature and JUB pays close attention to that particular topic.  
Note: We will advertize on April 17th & 24th and open bids on May 6th, followed by award at the May 18th Board meeting.  
Action: Commissioner Addington made a motion to go to bid on the SD3 Shed project; seconded by Commissioner Austin. Motion carried with unanimous approval.

Commissioner Austin asked Chairman if he should check with a third-party for the lease on this project. He expressed concern about using our cash now with consideration of our global situation. It would require the annual lease appropriation for about 50K per year. Chairman Christensen agreed that we should see what the cost structure would be. Commissioner Austin will work on obtaining 2-3 bids.

3. Authorization to enter into the 2020 Weed Spray Contract: Action: Commissioner Austin made a motion to authorize staff to execute the 2020 Weed Spray Contract with Panhandle Spray Service. Commissioner Addington seconded the motion. Motion carried with unanimous approval.
4. Authorization to accept 2020 Asphalt Road Oils Piggyback with Idaho Asphalt: Director Weymouth made note that the bid was based on 2019 prices and that if any bids are lower in 2020 than the 2019 prices then the lower bid would apply. Action: Commissioner Austin made a motion authorizing staff to execute the piggyback contract with Idaho Asphalt. Commissioner Addington seconded the motion. Motion carried with unanimous approval.

General discussion items prior to Executive Session:

- Director Weymouth brought up the April 20th board meeting agenda item to set a public hearing date sometime in May for the fee increases. In light of our current meeting situation he recommends that we postpone scheduling the hearing until sometime this fall. Members agreed.
  - Supervisor Pankratz received a call from the group out at Beauty Bay. He reported that they filed for a Quiet Title and would need a little more time for that to be processed.
  - The broom motor died in our sub district 2 shop.
  - District Clerk Sieverding reported that working remotely is allowing her to work on the right of way module of about 1600 documents.
5. Executive Session: Chairman Christensen called for Executive Session as authorized under Idaho Code 74-206(f) to discuss pending litigation on Boothe Park. Commissioner Austin made a motion to enter into executive session at 9:30 a.m.. Commissioner Addington seconded the motion. The following roll call was taken: Commissioner Austin - Yes; Commissioner Addington - Yes; Chairman Christensen - Yes. The motion was carried with unanimous approval.

The Executive Session closed at 10:18, upon reconvening into the Special Call meeting immediately thereafter. No action was taken.

Motion by Commissioner Austin to adjourn the meeting at 10:18 a.m. Commissioner Addington seconded the motion. Motion carried with unanimous approval.

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Chairman, Commissioner 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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Secretary Treasurer Leake