

**EAST SIDE HIGHWAY DISTRICT  
 MINUTES – JANUARY 20, 2020**

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

Commissioner Austin made a motion to amend today’s agenda to include piggybacking off the ESHD existing bid to purchase Liquid Magnesium Chloride as topic of discussion. Commissioner Addington seconded the motion, which was unanimously carried.

Chairman Christensen introduced Ben Weymouth, who is the new ESHD Director of Highways who will be replacing Supervisor John Pankratz when he retires.

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

<b><u>Guest:</u></b>	<b><u>Represented</u></b>	<b><u>Request to Speak</u></b>	<b><u>Agenda Item</u></b>
Carl Cochrane	Drainage District	Yes	A.
Angela Comstock	JUB Engineers	No	B.
Ezekiel Douwes	Resident	No	
Megan O’Dowd	Lyons and O’Dowd	Yes	D.
Charlene Knudsten	Property Owner –Timothy Lane		C.
Dale Barber	Property Owner-Timothy Lane	Yes	C.
Lori Barber	Property Owner-Timothy Lane	Yes	C.
Jon C. Thoma	Property Owner	Yes	C.
Phil Noel	Property Owner-Carlin Bay Rd		

**Previous Minutes:**

Commissioner Austin made a motion to approve the following minutes: General board meeting- December 16<sup>th</sup> and the Special Call meeting minutes for December 19<sup>th</sup> and December 24<sup>th</sup>. Commissioner Addington 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 \$2,879,375.48 covered by checks #17664 and # 17708 (includes DD, PR Tax Pmts to Federal & State, & PERSI.) Commissioner Austin seconded the motion, which was unanimously approved.

**TREASURY REPORT:**

Petty Cash	\$200.00
Umpqua Checking Acct	\$78,626.872
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$602,167.17
Designated CDA Lake Dr. - DBF Fund 412	\$1,992,262.16
Traffic Mitigation Fees - DBF Fund 369	\$207,619.33
<b>Total Balance of All Fund Accounts</b>	<b>\$2,278,375.48</b>

**DISCUSSION ON CORRESPONDENCE, REPORTS, PERMITS Received/Sent:**

**OLD BUSINESS:**

Director Weymouth will be attending the upcoming KCATT meetings.

**NEW BUSINESS:**

- A. Carl Cochrane a resident of E. Meadow Road informed the Board of three old culverts that are leaking under **River Road**, in which he believes will eventually blow out. Mr. Cochrane said that he doesn't believe Drainage District #1 put the culvert in, nor does the Drainage District have the funds to replace these pipes. Unfortunately most the people who started the Drainage District #1 have deceased but Mr. Cochrane has spoken to witnesses that said there used to be a bridge in the location of the culverts on Fourth of July Creek, in which, he believes the CDA Highway District put in.

Supervisor Pankratz said that in the early 60s, the Drainage District #1 went to CDA Highway District asking for permission to raise the levee. There is a Settlement and Compromise Agreement between the Kootenai County Drainage District and Washington Water Power dated February 27<sup>th</sup>, 1989.

The Board directed Staff to further research the CDA Valley District minutes, in search for any information on the placement of the Fourth of July Creek culverts.

- B. Angela Comstock presented the Board with an update on the ESHD Projects, which included the Medimont Bridge Repair is completed.

**Action:** Commissioner Austin made a motion to sign-off on the **Medimont Bridge Project**. Commissioner Addington seconded the motion, which was unanimously approved.

- C. A number of residents expressed their concerns on **Timothy Lane**. Some parts of this road is only eleven and half feet wide, which creates a safety hazard when larger truck and trailer enter onto the roadway. There is blind spot when first entering onto the road in which four cars have went off the road in this area. The residents suggested a green/red stop light or a mirror in this area and to replace the speed limit sign. There is a potential buildout of a 12 lot subdivision off this road will even have a greater impact.

The Board expressed the ESHD limited funding to improve these types of roads throughout the District. The only mechanism the District can enforce are Traffic Mitigation Fees on new subdivisions. The 12 lot subdivision off **Timothy Lane** was platted before the District enforced the District's TMF policy. If the residents are interested in improving this road, they can petition the Board for a LID or to enter into a cost-share with the District.

Angela Comstock, P.E. said LHTAC often has funding for a Road Safety Audit for roads with qualifying crashes. The funding sources will not be available until next fall.

- D. Attorney Megan O'Dowd asked the board to amend the ESHD minutes dated December 16, 2019 to exclude Bob Hagen as part of the Faceless Cedar L.L.C. and to mention that the Board plans on conducting a site visit on Charlotte Hagen proposed event facility off Carlin Bay Road.

In response to Kootenai County Community Development request for agency comment on Case No. CUP19-0007, Faceless Cedar, L.L.C., the ESHD requested for Carlin Bay Road adjacent to the proposed event center be bought up to Highway District Standards, in which Attorney O'Dowd doesn't know how the Board is going support this request, when the District does not have policy or highway district standard for CUPs. Attorney O'Dowd implied the District's request for approval does not rashly appropriate the impact of proposed event center.

At the December 16, 19 ESHD Board meeting, Gordon Dobler P.E. a representative for Charlotte Hagen, presented to the Board a cost estimate of \$104,884.64 to improve a section of 1,685' x 22" section of road with a 2" AC 4" base. Based on Dobler's estimate, Hagen's percentage of 18% pro-rated share would be \$18,879.

Attorney O'Dowd asked to meet with the District Supervisor and Director to further negotiate in an effort to compromise her client's pro-rated share based on the District's current cost-share policy.

- E. Sandra Sakaguchi has not provided the Board with a site plan to build her garage off **Boothe Park Road** before moving forward with her requested vacation and abandonment.
- F. Chairman Christensen called for a Special Call meeting, for tomorrow, January 21<sup>st</sup>, 2020 at 1:00 p.m., to further discuss piggybacking off ESHD last year's bid to purchase liquid Magnesium Chloride as an action item.

### **SECRETARY REPORT**

- 1. Secretary Sieverding informed the Board that ITD's error in not updating the District's mileage on last year's DH-1510 report has been addressed and the District will be reimbursed \$12,000 in the next disbursement.

### **SUPERVISOR PANKRATZ:**

- 1. Staff is moving forward in seeking an architect to provide the Board with options for the design of the District's office expansion.
- 2. The Board would like to setup a workshop to update the District's CIP which will include cost estimated for projected projects and equipment replacement.
- 3. Under the District's current policy the Supervisor and District Secretary/Treasurer are authorized to sign checks exceeding \$30,000 providing that it does not surpass the budgeted line item for a particular account. All checks that surpass the budget line item must have the Boards' approval. (*ESHD minutes, December 17, 2012, page 2 of 4*)

### **DIRECTOR WEYMOUTH:**

- 1. Director Weymouth is working on office set-up including the phone system and a new email domain. He has had a chance to tour most of Sub District 1, and when weather permits he would like to get out to Sub 2 and 3. It is Weymouth's goal to take a lead on the District's current CIP.

**COMMISSIONER ADDINGTON:**

1. Commissioner Addington received a call this morning on bad condition of Burma Road.  
Due to the weather, the roads are starting to break up.

**COMMISSIONER AUSTIN :**

**CHAIRMAN CHRISTENSEN:**

Commissioner Austin made a motion to adjourn the board meeting at 12:25 p.m. Commissioner Addington 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**