

**EAST SIDE HIGHWAY DISTRICT
MINUTES – February 16, 2021
Via Zoom Meeting ID: 896 3039 8314**

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

Present: Director Ben Weymouth, Deputy Director Dave Yerian, Board Secretary Angela Sieverding, and District Secretary/Treasurer Rosie Ham.

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

2. The Board had no conflict of interest.

3. Visitors:

Guest connected via Zoom

Agenda Item

Korby Baker (Magnuson, McHugh and Co.)

A

Michelle Haneline (Magnuson, McHugh and Co.)

A

Beth and Greg Parson

B

Rand Wichman

C

Angela Comstock (JUB Engineering)

D

Jay Hassell (JUB Engineering)

D

4. Commissioner Addington made a motion to approve the January 25, 2021 minutes. Commissioner Austin seconded the motion, which was unanimously approved.

5. Commissioner Austin made a motion to approve the following Treasury Report as presented. Commissioner Addington seconded the motion, which was unanimously approved.

Treasury Report:

Petty Cash	\$200.00
Umpqua Checking Acct	\$87,564.74
Less Umpqua Assured Macro-Balance	-\$1,500.00
State Treasury Account Fund 891	\$1,420,171.38
Designated CDA Lake Dr. - DBF Fund 412	\$1,816,333.02
Traffic Mitigation Fees - DBF Fund 369	\$211,492.5
Total Balance of All Fund Accounts	\$3,534,261.67

A. Annual Audit:

CPA President Michelle Haneline and Senior Auditor Korby Baker with Magnuson and McHugh presented the Board with the **Annual Audit Report** for fiscal year ending September 30, 2019. The District uses Mary Richter, CPA as a 3rd party pre-audit consultant to review and assist in preparation of the journal entries schedules.

The financial statements of the ESHD have been prepared in conformity with the generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing Governmental accounting and financial reporting principles. The District prepares the MDA for management's review.

Ms. Haneline outlined the auditor's responsibilities of what was audited and the highlights of the overview of financial statements, net position and changes in net position, governmental funds, capital asset and debt administration, financial highlights of the year, and factors bearing on the District's future.

Magnuson, McHugh and Co governmental audit did not find any matter or sufficient deficiencies within the District's internal control over financial reporting which resulted in great audit this year.

The Board applauded District Secretary/Treasurer Rosie Ham for her great job in preparation of the audit and financial reporting which has resulted in a clean audit this year.

B. Ponderosa Drive Encroachment:

The bidirectional AADT counts taken near Greg and Beth Parson property on **E Cartwright Rd** came in at 52 cars per day and the counts on South Ponderosa Drive are 69 cars per day. Based on these traffic counts, Director Weymouth would recommend a long-term plan in keeping Cartwright Rd and So. Ponderosa Drive in their configuration.

At their expense, the Parsons agreed to have their survey amended to show a 60' width roadway from the South side of Ponderosa Drive and to rewrite the legal description for the area of their proposed vacation/abandonment. Commissioners asked staff to estimate to determine if the public right-of-way has a fair market value of (\$2,500) or more, as authorized under Idaho Code 40-203 (i). Once all have been acceptable to the Board, and the Petitioners meets the terms for vacating/abandoning public right-of-way, a public hearing will be set.

C. Gozzer Ranch Proposed South Guard Shack:

Rand Wichman, representative for Gozzer Ranch Development presented a conceptual site plan for a guard shack at the South entrance of Gozzer Road (a public road) to assist with unnecessary traffic passing through the Gozzer Ranch Development.

The Gozzer Ranch & Lake Club was designed in 2004. The developer believed the North entrance from Highway 97 would be the main access to this development and they believed the South access from Burma Road would have limited traffic. The paparazzi and unwanted traffic travels through this development attempting to take a glimpse of the high-profile members, for this reason, a guard shack was constructed at the North entrance near Highway 97 in an effort to secure the safety of their residents.

Gozzer Ranch Development fully understands that Gozzer Road is a public road and they can't prevent the public from using this road. It not the local pedestrians that Gozzer Ranch Development is worried about said Mr. Wichman, it's the paparazzi and unwanted pedestrians traveling through. Representative Wichman said Gozzer Ranch Development is on board in supporting the District is all efforts for public input for placing another guard shack at the South end of Gozzer Road.

Commissioner Addington said building another guard shack is a very unique situation and doesn't want set precedent in allowing another guard shack within public right-of-ways. At the same time, he doesn't believe in slowing down or stopping the public while using a public road. The Board agreed getting the local's input would be of great value before considering another guard shack within the public right-of-way.

Commissioner Austin implied that it would be of value to Gozzer Ranch Development to build a private road that would access from Highway 97 or placing gates on each private road within the development. Rand Wichman said many homes and the club house are adjacent to Gozzer Road and building another road would be a very expensive option and a guard-shack provides an illusion of safety and is a more cost effective solution.

Chairman Christensen entertained getting Gozzer Ranch Development involved with District's effort to improve the intersection of Burma/Gozzer Rd Intersection Project. Rand Wichman said that he would see if Gozzer Ranch Development would financially assist the District with this project.

Chairman Christensen asked Staff to take a traffic counts at both ends of Gozzer Rd and to review the last encroachment/agreement the District entered into for first guard shack placed on Gozzer Road; thereafter, the board would look at some parameters for considering another guard shack within public right-of-way.

D. East Side Highway District Project Update:

Angela Comstock and Jay Hassell with JUB Engineer gave the following project update on the following projects:

- **French Gulch/Fernan Hill Project:** is on hold for an open house and the project is scheduled for construction this summer.

Chairman Christensen said the Board prepared for a 15% reduction in Highway User's Funds in this year's budget; so far, the District haven't seen that reduction in the first two quarters. There has been some discussion about a transportation package that could generate an additional \$260,000 for funding road projects. If the combination of these funding sources become available to the District, Chairman Christensen entertained extending the length of French Gulch/Fernan Hill Project and/or use these additional funds on other overlay projects. Director Weymouth will have this discussion with LHTAC, and cautioned extending project limits would be problematic.

- **D 3Shed:** The garage doors should be in next week. The site disturbance permit has been extended for spring seeding. Director Weymouth and Jay Hassell are currently working on rapping up the project balances with the General Contractor and potential liquidated damages.

- **Burma/Gozzer Intersection Project:** The LHSIP funding application has been submitted. The District proposes to flatten the horizontal curve on Burma Road and the intersection of Gozzer Road. Flattening the horizontal curve is anticipated to reduce the number of crashes in this area.

The adjacent property owner living south of the road is not in favor of bringing the road any closer to their door step said Director Weymouth and getting the additional right-of-way for this project may be a challenge. Jay Hassell said eminent domain would not be a good candidate for Federal Funding project.

The Board discussed other options for moving the road further west of intersection. Jay Hassell said one of the main obstacles of this project is the design speed and criteria for meeting National Standards; as well as, Verizon's and Frontier utility cluster in the Southwest corner of the intersection as moving those utilities would be at the expense of the Highway District. Mr. Hassell said moving the project to where Gozzer Road intersects Burma Road would only create a bigger footprint and would increase the cost of the project.

Director Weymouth agreed to regroup with JUB Engineers to work with other options for easing the right-of-way acquisition process.

- **Pavement Management Plan:** Staff is reviewing their existing data stored in IworQ. Secretary Sieverding prepared a pavement management report for Staff to review which includes a recommended treatment plans, costs, and next recommended treatment date based on the current RSL ratings and last treatment.

- The District has proposed scopes of work on **Benawah Bridge and Yellowstone Trail Rd** should they choose to move forward with these projects.

7. Old Business:

- The District has received a certification of occupancy for Harrison Sub-District #3 Shed. Staff will seek for alternatives sources to finance this building to free up some the District's cash flow to be used towards other road projects.
- Director Weymouth will be scheduling a meeting with Attorney Weeks to further discuss how to proceed with Road Validations.

8. Correspondence, Permit, and Reports: No comment

DIRECTOR OF HIGHWAYS WEYMOUTH:

1. Director Weymouth is working with Integrated Personal on filling the Secretary/Clerk's position.
2. One crew person in Sub 3 was out with Covid19, and the rest of the staff is healthy. Offering the crew an incentive for taking the Covid19 vaccination did not result in any additional vaccinations.
3. The magnesium chloride for road stabilization bid opening is February 24, 2021.
4. The roadside mowing was lacking last year. The grass blades ordered for the brush cutter have been received. The new sickle mower ordered should arrive in March.
5. Once the weather breaks and Covid19 condition allow, Director Weymouth would like to do some type of "ribbon cutting" event for the opening of the Sub 3 Shed.
6. The crew have been working on winter maintenance and most of the wind storm clean-up is done.
7. ITD had issued a RFP for the I-90 bridges including the preliminary design for the **Canyon Road Bridge**. HDR Engineering were selected for the I-90 Bridge project with JUB Engineering as a sub-consultant. Director Weymouth is currently reviewing the draft scope of work. Hopefully by next meeting, the contracts will be in place.
8. Western Federal Lands have combined the two **Yellowstone Trail Projects**. The project construction is scheduled for the summer 2023, from Exit 22 to the top of the hill.
9. U.S. Fish & Wildlife is going to take initial cost estimates to the Restoration Partnership to see if there is some funding is available for culvert replacement.
10. The 40 acres owned by the District near Powderhorn Bay is landlocked and the adjacent landowner is not interested in granting the District an easement. Weymouth will check with the Forest Service to see if there is any access through their property to the District's property.
11. The Restoration Partnership has went out to bid for Grays Meadow Project to reroute the pump discharge from Black Lake into the CDA River. Road restrictions will be enforced unless variances are granted by the District.

12. Chairman Christensen and Director Weymouth will be attending IAHD Day at the Capitol on February 18, 2021 in Boise. The event is to grant local highway district representatives the opportunities to communicate with legislators on pertinent issues facing the highway districts.

DEPUTY DIRECTOR YERIAN:

The Board welcomed Dave Yerian as the new ESHD Deputy Director as February 15, 2021. (This is a budgeted position.)

SECRETARY REPORT:

Secretary Angela Sieverding will be retiring March 31, 2021. The Board thanked her for her 30 years of dedicated service as the ESHD Board's Secretary and Clerk.

COMMISSIONER ADDINGTON:

John Scarrow may be interested in entering into a cost-share to improve East Point Road. The District has \$36,600 in traffic mitigation fees to use towards improving this road.

COMMISSIONER AUSTIN:

The Board agreed to set up an Executive Session with legal counsel and Jeremy Russell to further discuss the Boothe Park issue.

CHAIRMAN CHRISTENSEN:

Chairman Christensen has joined the IAHD Legislative Committee.

Commissioner Addington made a motion to adjourn the board meeting at 11:55 a.m. Commissioner Austin 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

EAST SIDE HIGHWAY DISTRICT
AGENDA – February 16, 2021
Via Zoom Meeting
Join by phone 1-253 215 8782
Meeting ID 896 3039 8314
Passcode 918582

1. Call to Order at 9:00 a.m.
2. Agenda conflict of interest
3. Visitors:
 Korbey Baker with Magnuson McHugh and Company - (Agenda Item A)
 Beth and Greg Parson (Agenda Item B)
 Rand Wichman (Agenda Item C)
 Angela Comstock with JUB Engineers (Agenda Item D)
4. Approval of Previous Minutes: January 25, 2021
5. Approval of Treasury Report
6. Action Items under New Business:
 A. Annual Audit Presentation
 B. Ponderosa Drive Encroachment
 C. Gozzer Ranch Proposed South Guard Shack
 D. Projects Update
7. Old Business and upcoming meetings
8. Correspondence, Permits, and Reports (See attached listing)
9. Secretary's Report
10. Director of Highway's Report
11. Commissioner's Reports
12. Adjourn meeting



For Special accommodations/translation services, call 765-4714, no less than 72 hours in advance. The East Side Highway District assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and Civil Rights Restoration Act of 1987 (P.O. 100.2560) and the Americans with Disabilities Act.

First Discussed	Status	Subject	Request of Action
11/16/2020	Ongoing	Carlin Bay Road at SH97	Purchase and post "no parking" adjacent to Carlin Bay RD & SH97
12/14/2020	Ongoing	Harrison-Sub District #3 Shop	Research funding options for leasing the Harrison- District#3 Shed.
11/16/2020	Ongoing	KC Land Use and Development Code	Continue involvement in updating County Land Use Code Amendments
12/14/2020	Ongoing	Speed Sign Policy	Check what the District's policy is for posting or changing speed limits.
11/16/2020	Complete	Charles Wadsworth Letter of Response	Staff report in regards to Wadsworth's questions pertaining to his access.
12/14/2020	Ongoing	CDA Rd Master Plan	Review the CDA Rd Master Plan and forward a copy to Board Members
12/14/2020	Ongoing	Road Validations	Meet with Attorney Weeks to further discuss a process for Rd Validations
1/25/2021		Corner of So. Ponderosa/ Cartwright Rd	Check into placing a yield or stop sign.
1/25/2021		Parson's Petition to Vacate/Abandon	Staff report to include long-term road configurations for Ponderosa Dr. to guide the Board with Parson's request to vacate and abandon.
1/25/2021	Ongoing	Benewah Rd Bridge	See if there is any ROW on Benewah Rd and reports of water flow of that area. Also, check to see what WHD have done on their self-constructed bridge projects.
1/25/2021	Complete	COVID Policy	Update COVID Policy to reflect action taken by the Board.

After February 16, 2021 Board meeting

Date	Events
2/23/2021	KCATT
3/11/2021	KMPO
3/15/2021	Next Board Meeting

Correspondence	Subject	Date	Source	Rec/Sent
1	American United Life Ins policy inquiry	2/10/21	Email	Sent/Rec
2	Beierle, Brandon	2/9/21	Email	Rec/Sent
3	Brozek, D & Nelson D.	2/10/21	Email	Sent
4	CDA Press	2/2/21	Email	Rec/Sent
5	CDA Press	2/10/21	Paper	Rec/Sent
6	Dohnansky, Tim	2/9/21	Email	Rec/Sent
7	Foldvik, Rhonda	1/27/21	Email	Rec/Sent
8	IAHD B Nerthey	1/26/21	Email	Rec/Sent
9	IAHD B Nerthey	1/26/21	Email	Rec/Sent
10	IAHD B Nerthey	2/5/21	Email	Rec/Sent
11	IAHD B Nerthey	2/10/21	Email	Rec/Sent
12	IIIA L. Fritz	1/25/21	Email	Rec/Sent
13	IIIA L. Fritz	2/12/21	Email	Rec/Sent
14	Ingle, Chad	2/9/21	Email	Rec/Sent
15	Integrated Personnel	2/11/21	Email	Sent
16	Johnson Surveying	2/4/21	Email	Sent
17	JUB Engineers A. Comsto	2/9/21	Email	Rec/Sent
18	KCAO	1/25/21	Email	Rec/Sent
19	KCAO J. Bradley	1/25/21	Email	Rec/Sent
20	KCCD	1/25/21	Portal	Rec/Sent
21	KCCD	1/22/21	Portal	Rec/Sent
22	KCCD	1/25/21	Portal	Rec/Sent
23	KCCD	2/4/21	Portal	Sent
24	KCCD	2/5/21	Email	Rec/Sent
25	KCCD	2/11/21	Email	Rec/Sent
26	KCCD	2/9/21	Portal	Rec/Sent
27	KCCD	2/8/21	Portal	Rec/Sent
28	KCCD	2/5/21	Portal	Rec/Sent
29	KCCD V. Finkel	1/25/21	Email	Rec/Sent
30	KCOEM	1/28/21	Email	Rec/Sent
31	KCOEM	1/13/21	Email	Rec/Sent
32	KCSO	2/1/21	Email	Rec/Sent
33	KCSO	1/29/21	Email	Rec/Sent
34	KMPO	2/4/21	Email	Rec/Sent
35	KMPO K. Lund	2/8/21	Email	Rec/Sent
36	Legislative Research	1/27/21	Email	Rec/Sent
37	LHTAC T2	1/25/21	Email	Rec/Sent
38	LHTAC T2	1/25/21	Email	Rec/Sent
39	Magnuson McHugh	2/3/21	Email	Rec/Sent
40	Magnuson McHugh	2/9/21	Email	Rec/Sent
41	Parsons, Beth	1/22/21	Email	Rec/Sent
42	Ridenbaugh Press	1/25/21	Email	Rec/Sent
43	Ridenbaugh Press	2/1/21	Email	Rec/Sent
44	Ridenbaugh Press	2/8/21	Email	Rec/Sent
45	Ridenbaugh Press	2/16/21	Email	Rec/Sent
46	Rosenfeld, Calla	2/8/21	Email	Rec/Sent
47	Rosenfeld, Calla	2/10/21	Email	Rec
48	Ruen Yeager, L Winter	2/3/21	Email	Rec/Sent
49	Sparks, Jeff	2/2/21	Email	Rec/Sent
50	ST. Maries Gazette	2/2/21	Email	Rec/Sent
51	STO	2/8/21	Email	Rec
52	USFS T. Maiolie	2/9/21	Email	Rec/Sent
53	Wadsworth, C	1/28/21	Email	Rec/Sent
54	Wells, Melissa	2/1/21	Email	Rec/Sent
55	WFLHD	2/8/21	Email	Rec/Sent

E SHD Correspondence Rec/Sent

56	Wichman, Rand	MIN20-0091 Comment Ltr	2/4/21	Email	Sent
57	Ziply Fiber	Utility Permit Sub 3	2/2/21	Email	Rec/Sent