

**East Side Highway District Board of Commissioners
Regular Meeting Minutes
November 15, 2021**

1. Call to Order

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

2. Roll Call

Commissioners: All present

Staff present: Director of Highways Weymouth, Deputy Director Yerian, Secretary Dixon

Guests: JUB Engineer Angie Comstock; HDR Engineer Daniel Baker, Ruen Yeager Engineer Laura Winter, KWD #1 Board Members Loretta Zabka & Norm Milem, Carlin Bay Resident Phil Noel

Declared Conflicts of Interest: Commissioner Addington recused himself from Agenda Item #H because he is the property owner.

3. Approval of Agenda

Commissioner Addington moved to approve the November 15, 2021 meeting agenda.

Commissioner Sieverding seconded the motion. The motion carried.

4. Visitors/ Public Comment

Canyon Bridge Update: Daniel Baker P.E. with HDR Engineering highlighted some of the following items:

- The geophysical investigation found alternating layers of gravel and sand and they did not hit bedrock, which indicates establishing a foundation will be difficult and more expensive. It is possible to do something similar to ITD's I-90 foundation.
- The borehole work on Canyon Road was unsuccessful. The equipment hit shot rock at five feet (5') at multiple locations and it was impenetrable from that point. Additional attempts are not necessary and we will proceed with our existing geophysics data and ITD's boring data.
- A summary laboratory report of asbestos and lead paint samples will be available soon. The initial report indicated positive results of the lead paint.
- The TS&L draft will be finalized in January. They are in the process of analyzing the three alternatives and settled on two 12' lanes with 5' shoulders. The shoulders exceed the minimum, which allows for better snow storage and will serve as a bike lane. The structure will likely be a 3-span due to scour concerns and will heighten the bridge.
- The FEMA BRIC grant is available for seven years post a declared disaster, allowing us to apply in the future when we meet the minimum requirements. The match requirements are 25/75 with some potential to be reduced to 10/90. LHRIP grants could assist with our match; however, they are limited to \$100K. These particular grants are highly competitive. Mr. Baker offered HDR's grant writing services, citing a high success rate, should the District wish to pursue this grant next year.
- Historic Bridge Status: A completed historic site form was sent to LHTAC for review and submittal to the Idaho Historical Society. Approval is likely, and while it won't impact the existing TS&L, it will impact the project if it keeps moving forward.

JUB Project Status Update: Angie Comstock P.E. with JUB Engineering highlighted some of the following items:

- GIS Task Order: A meeting with Commissioner Sieverding was held last week to review the GIS history and details. After that meeting, the team will focus on the progressing to the next ROW layer reorganization and other enhancements based on the remaining budget.
- SD 3 Shed: The County granted an extension on the SDP21-0152 requirements to allow more time for vegetation growth. We will add a thin lift of top soil and reseed the swale, followed by a re-evaluation in the spring.
- Yellowstone Trail Road FLAP 2021-2022 application is due December 17th. We are at the point in the application process that a commitment to the financial match is necessary. While not finalized, the estimated total cost of Segment 2 is about \$4.5M, including engineering, construction, construction engineering, and contingencies. Provisions to accommodate when the match money is due can be written into the application, and this would allow the District suitable time to budget for our match portion.

Action: Commissioner Sieverding moved to approve Resolution 2021-07 committing the District to the future match requirement of the FLAP Project for Yellowstone Trail Road Improvements Segment 2. Commissioner Addington seconded the motion. The motion carried. Roll Call to Approve Resolution 2021-07 as presented: Chairman Christensen- Yes; Commissioner Sieverding – Yes; Commissioner Addington – Yes.

- ESHD Website: The Board reviewed the Additional Services Agreement. The agreement is a supplement to the scope of work contained in an existing Agreement for Professional Services with JUB Engineering under project 20-13-003. The additional services will authorize Task 001-FY22 Website Upgrades at an estimated cost of \$4,000.

Action: Commissioner Addington moved to approve the Additional Services Agreement. Commissioner Sieverding seconded the motion. The motion carried.

MS4 Permit: Laura Winter P.E. with Ruen Yeager informed the Board that DEQ requested a letter from the ESHD Board Members designating Director Weymouth as the Duly Authorized Representative of the District to submit reports. Chairman Christensen called for a Special Call Meeting on Thursday November 18th at 9 a.m. to accommodate the request.

KWD #1 Public Meeting Room Request: Water District Board Members Loretta Zabka & Norm Milem requests the use of the ESHD board room for their monthly evening meetings. The Board considered the current dual use of the board room space, liabilities, etc. An agreement will be drafted and considered and the November 18th Special Call Meeting.

Carlin Bay Road: Resident Phil Noel requests the Board consider a new traffic count to be taken this fall and a cost-share rough estimate. He believes he has the neighborhood support to financially participate in a cost share. As spokesman for the neighborhood, Mr. Noel will share the information with the residents when it becomes available. Director Weymouth said he will try to acquire the millings from ITD when they begin their work on SH 97 sometime next year. If we are successful in that endeavor, that would help offset the costs to the residents.

5. Approval of Minutes

Commissioner Addington moved to approve the October 18, 2021 Regular Meeting Minutes as presented. Commissioner Sieverding seconded the motion. The motion carried.

6. New Business

A. JUB project status update: Discussed under Visitor/ Public Comment section

B. JUB Website Proposal: Discussed under Visitor/Public Comment section

C. FLAP Grant Match Resolution 2021-07: Action was taken under Visitor/Public Comment section.

D. Use of Right of Way Agreement Template: Director Weymouth's staff report explained that periodically we receive requests to allow private improvements within the right of way. Since we do not have a permit to accommodate these requests, Attorney Weeks prepared a template for these purposes. The permits would be approved and executed by the Director. Action: Commissioner Sieverding made a motion approving the template. Commissioner Addington seconded the motion. The motion carried.

E. Resolution 2021-08 to amend Resolution 2021-6: Staff worked with Attorney Weeks to prepare the resolution correcting two scribes errors on Resolution 2021-6. Action: Commissioner Sieverding moved to approve Resolution 2021-08. Commissioner Addington seconded the motion. The motion carried.

F. 2022 ESHD Regular Board Meeting Dates are scheduled for the 3rd Monday of each month. Due to holiday conflicts February and November meetings are moved to the 2nd Monday. The meeting dates will be published in the Coeur d Alene Press in compliance with I.C.74-204. Director Weymouth asked to add a Canyon Bridge Workshop to either a date at the end of January or the February Board meeting. Members agreed to whatever date works best for the team, but it will most likely be in February.

G. PUD 21-0003 Gozzer Ranch Amendment: The Commissioners discussed the staff report provided by Director Weymouth briefing the proposal. It determined the proposal would not increase the density nor increase traffic. Commissioners authorized the Agency Comment Letter to Kootenai County as presented.

H. Addington Right-of-Way Donation: Commissioner Addington recused himself from this agenda item. Director Weymouth provided the Board with a Staff Report explaining that Mr. & Mrs. Addington (owners) are willing to donate right-of-way along Thompson Lake Road. This would allow much needed widening and straightening of the roadway. Attorney Weeks prepared an Easement Agreement to facilitate the transaction. Action: Commissioner Sieverding moved to approve the Easement Agreement and authorize the Chairman to execute the documents once the legal description is confirmed. Christensen vacated his role as Chairman, and seconded the motion. The motion carried.

I. KWD #1 Public Meeting Room Request: Discussed under Visitor/Public Comment section

Chairman Christensen called a recess at 10:13 a.m. The meeting resumed at 10:20 a.m.

7. Old Business: no comment

KC Land Use & Development Code:

CDA Lake Drive Master Plan & Speed Sign Policy:

Road Validations:

Grimm's Addition: ongoing

8. Correspondence Permits and Reports: no comment

9. Staff Reports

Director of Highways Weymouth:

- He plans a meeting with JUB to review our CIP document in conjunction with our 2018 Transportation Plan. There may be more funding available with the congressional approval of the national infrastructure plan. LHTAC reminded districts in recent funding workshops that their Transportation Plan is a live document and should be kept up to date with project rankings and traffic counts etc. The updated document will be beneficial in the budget workshops and be posted on our website. A task order for a CIP update allowing JUB to facilitate the workshop will be addressed at a future meeting.
- The daily timesheet data entry is almost caught up. We are looking at updated and available tools to streamline this task.
- Conversations continue with Gozzer and Grimm's Addition vacations. Trying to determine fair market value in the absence of an appraiser has been discussed with Attorney Weeks who suggested using a realtor to establish fair market comparisons.

Deputy Director Yerian:

- Sub District 1 is finishing cleanup work on French Gulch.
- Sub District 2 is doing a lot of brush cutting. We added gravel to Black Lake Road.
- Sub District 3 is applying gravel and grading now that we have moisture.

Commissioner Addington: Thompson Lake Road seemed sloppy once the rain hit from the mag applied last spring, but looked good once dried out. The Road Stabilization with shot rates and road selection discussion will happen in early 2022.

Commissioner Sieverding: She asked that summary traffic count reports be shared with the Board Members and that the database be updated with new counts. Director Weymouth said Huston Radar can produce the reports we need.

She asked about the pavement management program status. Deputy Director Yerian said the new foreman trucks will be outfitted with GPS counters. There is a small window of opportunity to assess the roads accurately. If the road is too wet, you don't see the same cracks and problems as when it is dry. Previous measurements were odometer driven and some of that was guesswork. The new GPS systems will provide precise measurements.

She created a new spreadsheet that re-worked the carry-over fund calculations. After sharing her concerns about future funds, she recapped the \$2.2M spent on investments projects and

assets. Members also discussed the 5-Year CIP, and although it has many moving pieces and variables, it is a valuable tool in budget season.

Commissioner Christensen: He is a newly elected IAHD board member, and invited any feedback and/or input to be shared with the IAHD Board.

Adjournment

There being no further business to come before the Commissioners, the Chairman adjourned the meeting at 11:03 a.m.

Graham Christensen, Chairman
Sub District 1 Commissioner

Angela Sieverding
Sub District 2 Commissioner

Mark Addington
Sub District 3 Commissioner

Rosie Ham
District Clerk