

East Side Highway District Board of Commissioners
Regular Meeting Minutes
August 16, 2021
Meeting was held via Zoom

1. Call to Order

Chairman Christensen called the meeting to order at 9:05 a.m.

2. Roll Call

Present: Commissioner Sieverding, Commissioner Christensen, Commissioner Addington joined at 9:08 a.m.

Absent: none

Also present: Director of Highways Weymouth, Deputy Director Yerian, Clerk Ham, Engineer Daniel Baker with HDR, and Engineer Angie Comstock with JUB Engineering

3. Approval of Agenda

Commissioner Sieverding moved for approval of the August 16, 2021 meeting agenda.

Commissioner Christensen seconded the motion. The motion carried.

Declared Conflicts of Interest: none

4. Visitors/ Public Comment

Half Round Bay Road: Resident Roy McKay sent the District a letter and petition signed by 23 individuals requesting the Board consider increasing the level of priority for maintenance on Half Round Bay Road. Mr. McKay complimented Harrison Shop crew for all their hard work over the years. He said the number of residents has more than doubled in recent years and that the road is being used as a cut-through road by non-residents, much like Burma Road. He and his neighbors are concerned that the condition and current maintenance schedule for Half Round Bay Road is inadequate to handle the increased traffic.

The Commissioners agreed to conduct a traffic count on both ends of the road. The Road Stabilization Program has concluded for this year; however, with that being said, Director Weymouth can provide Mr. McKay with cost share estimates for both the 2022 dust abatement application and chip seal if they want to consider going in that direction.

Carlin Bay Road: Resident Phil Noel feels the road stabilization program has been a great success on Carlin Bay Road. He approached the Board previously about getting the road chip sealed; however, the costs were prohibitive in garnering the neighborhood support it needed to proceed. He requested the Road Stabilization Program continue, and asked for an updated chip seal cost share estimate. He hopes that the influx of new residents would make the costs more practical. A traffic count will be scheduled to obtain new data.

Director Weymouth shared that paving is not a one cost fits all formula. Variables such as road width and existing base factor into the cost estimates, and residents should expect a 2-season process for chip seals.

KN 23082 Canyon Road Bridge Feasibility Study Project Status Report: Mr. Baker P.E. HDR Engineering reported that the meeting with EPA emphasized the importance of the bridge to their testing program.

Other notables:

- The approved Geotech drilling is scheduled for September – November.
- A public meeting is scheduled for Tuesday September 21, 2021 from 6-8p.m. at the Shoshone Fire District #2 in Kellogg. Mr. Baker indicated he could have an informal summary of the public meeting for the Commissioners shortly afterwards. A Special Call Meeting will be held on Monday September 27, 2021 at 9:00 a.m to allow time to discuss the path forward between the Commissioners and LHTAC.
- The Environmental Scan Document will be modified to include EPA testing information.
- Efforts on the Canyon Road Alternative Concepts Memo continue. It should be completed soon.
- Phase 2 costs are included in the FY22 budget. Mr. Baker informed the Board that the costs would be just under \$78K. The District's portion of that would be around \$5,700. The drillers will soon start work on the ITD bridges, and the Board will need to decide if they are authorizing Phase II of the project at the September 27 Special Call meeting in order to capitalize on cost savings due to the joint project.

Director Weymouth hopes that the proposed Federal Infrastructure Plan currently proposed in Congress could assist the project in some manner, although there are no certainties that the proposed funding will even be approved at the federal level.

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

- KN20094 French /Fernan reconstruction project. The milling is complete and pavement is scheduled for next week. Weekly construction meetings are going well and provide an opportunity to work through issues that arise, like mail delivery and garbage pick-up.
- GIS Assistance is ongoing. A progress meeting will be scheduled as they dive more into the data sets and information.
- SD 3 Shed is in the final closeout document stage.
- The Burma/Gozer intersection is on hold. We should keep it on our radar so we don't lose the progress made so far.
- FLAP grant application kickoff meeting is scheduled for September 2nd at JUB.
- The Yellowstone Trail Segment 4 scope of work included survey, geotech, and enviro-scan. This project is included in the District's CIP, and the proposed work could position the project as "shovel-ready" if authorized by the Board.

5. Approval of Minutes

Commissioner Sieverding moved to approve of the July 19, 2021 meeting minutes as presented. Commissioner Addington seconded the motion. The motion carried.

6. Approval of Treasury Report

Commissioner Addington moved to approve the Treasury Report as presented. Commissioner Sieverding seconded the motion. The motion carried.

7. New Business

- A. JUB project status update: This was discussed under the Visitor/ Public Comment section.
- B. Petition to Vacate: Waylon Newton of Minser Inc. on behalf of Ryan and Linda Northington requests the Board consider a petition to abandon and vacate two sections of unopened right of way in the Grimm's Addition to Lane. Deliberations followed and the Chairman called for a vote.
Action: Commissioner Sieverding moved to schedule a public hearing for October 18, 2021 for a full consideration of the request. Commissioner Addington seconded the motion. The motion carried.
- C. MIN21-0060 Elston Estates Plat Review. Director Weymouth presented this proposed four (4) lot minor subdivision on Inglenook Way, a private drive, off of Headlands Drive which is a public road. The draft comment letter to Kootenai County states that although Headlands Drive is a publicly maintained road, it does not meet AHDKC Standards. A Road Development Agreement will be required, as well as, a \$7,500 Traffic Mitigation Fee for the two additional lots created. Approach Permits will be necessary for each new access.
Action: Commissioner Sieverding moved to approve the comment letter and authorize Director Weymouth to sign the plat on the Board's behalf once the conditions have been met. Commissioner Addington seconded the motion.
- D. Vehicle Purchase: Director Weymouth said we can piggy-back the Sourcewell bid for the three new pickups; however, that would be about \$4K more than at Mike White Ford. He recommends we save money and purchase the trucks separately from Mike White Ford. The Commissioners discussed the options and agreed to the purchase from Mike White Ford. No action is required since the expense is an approved budgeted line item. A 30-week delivery time is expected.
- E. Commissioner Sieverding's Medical Insurance. Commissioner Sieverding has existing medical insurance through her husband's policy. Reimbursement for this policy would cost the District less than District-provided insurance through III-A. It is noted that although we do not have an internal policy for this unique situation, it does not impact our contract with III-A insurance.
Action: Commissioner Addington made a motion to reimburse Commissioner Sieverding's monthly medical insurance premium. Commissioner Christensen, vacated his role of Chairman, and seconded the motion. The motion carried.

8. Old Business

SD3 Shed financing is ongoing.

KC Land Use & Development Code: David Callahan circulated the new language; however, there has been no hearing date set adopting the new code.

CDA Lake Drive Master Plan & Speed Sign Policy: A resident close to Higgins Point shared his concerns about speeding traffic with Chairman Christensen and he wanted to know what the District's plans were to address the problem. The resident shared that he would be willing to contribute \$100K towards traffic calming improvements. Even though the topography may present a challenge, landscaped medians, traffic circles and/or round-a-bout options should be discussed with Welch Comer Engineering. Director Weymouth said there are a lot of moving pieces on this corridor with potential developments that would impact the road. He will keep the Board abreast of progress along those lines.

We received a radar sign quote of \$4,100, with a lot of additional options. He feels the effort would be more effective if the implementation of radar signs and the physical improvements to control speed were done as one project. Deputy Director Yerian offered to obtain speed data pre-and-post sign installation in the Post Falls Highway District. Hopefully the report shows the effectiveness of the radar signs with pre and post installation data.

Chairman Christensen asked that a proposal be prepared for the September 20th Board Meeting that includes the cost, sign placement, and the data report from PFHD.

Road Validations are ongoing. We will re-group this fall with Attorney Weeks.

9. Correspondence Permits and Reports: no comment

Chairman Christensen called for a recess at 10:30 a.m. The meeting reconvened at 10:40 a.m.

10. Staff Reports

Director of Highways

- 1) Units 368 and 112 were damaged while in use due to equipment failure. Thankfully no staff were injured. He is working with ICRMP to make repairs to the truck and possibly replace the broom.
- 2) Lisa Fritz with III-A Insurance will be meeting with the District on August 19th to share renewal information and review the benefits booklet.
- 3) We received a small claims suite from Daylene Dewey. He will draft a response.
- 4) Director Weymouth said the efficiency in the office would be greatly improved if worked off a server. He was waiting for options and a quote from 765Tech.

Deputy Director of Highways

- 1) Crew are preparing for next year's chip seals.
- 2) He is assessing trucks and equipment for a replacement plan.
- 3) Crew is installing culverts and ditching

Commissioners:

Commissioner Addington appreciated hearing the resident's reviews regarding the Road Stabilization Program. As we update traffic counts it will be interesting to see changes in data. He feels cost shares seem like a good way to go.

Commissioner Sieverding agreed with Commissioner Addington about the Road Stabilization Program. She thanked Director Weymouth and Deputy Director Yerian for the field trip.

Commissioner Christensen acknowledged receiving a letter from the Parker Ave residents and wanted to make sure it was shared with the crew.

11. Budget Workshop commenced at 10:53 a.m.

Some of the topics discussed:

- Line Item 81800 Major Roadway Rehabilitation project list. Commissioner Christensen asked what it would take to get the entire list done in one year. Deputy Director said it would have several significant variables, such as weather. Commissioners agreed to keep the list as is, and depending on progress and expenses, we may amend the budget for what remains at the end of the construction season.
- Upgrades to the Sub 2 and 3 shops. Commissioner Sieverding would like to see improvements to the breakrooms. The Deputy Director reported that discussions with the Foremen have already taken place about their breakrooms. Replacing the wall heaters with heat pumps was discussed. Commissioners agreed to increase the Facility Maintenance line item so enable this upgrade.

Director Weymouth made changes to the budget as they were discussed in the workshop. The final transmittal will be shared with the Commissioners.

Adjournment

There being no further business to come before the Commissioners, the Chairman adjourned the meeting at 11:45.

Graham Christensen, Chairman
Sub District 1 Commissioner

Angela Sieverding
Sub District 2 Commissioner

Mark Addington
Sub District 3 Commissioner

Rosie Ham
District Clerk